

***New Hampshire
Department of Transportation***

Bureau of Environment

***Wetlands Permit Process
Manual***

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Introduction

The NH Department of Environmental Services regulates any work that is conducted in wetlands. Jurisdictional areas include tidal and nontidal wetlands and surface waters, and, in general, can be considered areas "wherever the tide ebbs and flows" or "freshwater flows or stands". More specifically, tidal jurisdiction consists of submerged lands, salt marsh, sand dunes, and tidal flats, as well as the upland tidal buffer zone. Non-tidal jurisdiction consists of freshwater wetlands, including swamps, marshes, and bogs, and surface waters, including lakes, ponds, rivers, perennial streams, and intermittent streams. The limit of jurisdiction adjacent to surface waters is the top of the bank.

Pursuant to RSA 482-A:3, *"no person shall excavate, remove, fill, dredge, or construct any structures in or on any bank, flat, marsh, or swamp in and adjacent to any waters of the state without a permit"* from the New Hampshire Wetlands Bureau (NHWB) of the Department of Environmental Services. The entire RSA can be viewed at <http://gencourt.state.nh.us/rsa/html/L/482-A/482-A-3.htm>.

The NH Department of Transportation (NHDOT) often impacts NHWB jurisdictional areas while conducting roadway construction and maintenance projects, and must apply for a permit from the NHWB for each project that has wetland impacts. Once the expected wetland impacts of a construction or maintenance project are determined, the project's engineer/manager completes the appropriate application form and compiles the required application materials. The application package is first sent to the NHDOT Bureau of Environment (BOE), where it is reviewed, processed, and then submitted to the NHWB. The BOE is also responsible for the distribution of permits once they are received from the NHWB.

This manual is meant to serve as a guide for processing NHWB permit applications and permits within the BOE. Section I of this manual is an explanation of the steps involved in processing permit applications. Each chapter in this section is presented in the order in which the steps should be completed once an application package is received by the BOE. Section II provides an explanation of what is done within the BOE once a NHWB wetlands permit is received. Sections III and IV provide more detailed information about subjects and terms mentioned throughout the manual.

Section I—The Permit Application

Chapter 1—Permit Classification

Primary Classification Categories

Projects that require a wetlands permit need to be classified according to their total potential impact on NHWB jurisdictional areas. The principal classification categories are minimum, minor, and major. While the primary determination for classification is total wetland impacts, there are other considerations that may change a project's classification. Part Wt 303 of the NHWB Administrative Rules discusses the classification of projects in detail: http://www.des.state.nh.us/Rulemaking/adopted/2005/Wt_200-800.pdf. A summary of the classification scheme as it relates to NHDOT projects can be found on the following page (Table 1).

Projects that are classified as minimum, minor, or major require a Standard Dredge and Fill application form. NHDOT uses a version of the Standard Dredge and Fill form that was created specifically for the Department. This form has "NHDOT version" in the lower left corner and can be found at G:\BUR16\Wetlands\Wetland Applications\.

Table 1: Classification criteria for minimum, minor, and major projects

Minimum (Administrative Rule Wt 303.04):
<ul style="list-style-type: none"> ▪ 0 – 3,000 square feet of impacts to wetlands and/or banks. ▪ < 50 linear feet of impacts to the shoreline and/or bank of a lake or pond. ▪ < 50 linear feet of impacts to the channel of an intermittent stream, provided the work is done during periods of no flow. ▪ No work within public waters. ▪ No work within a perennial stream. ▪ Any work within previously developed Tidal Buffer Zone.
Minor (Administrative Rule Wt 303.03):
<ul style="list-style-type: none"> ▪ 3,001 – 20,000 square feet of impacts to wetlands and/or banks. ▪ 50 – 200 linear feet of impacts to the shoreline and/or bank of a lake or pond, or to the channel of an intermittent stream. ▪ < 200 linear feet of impacts to the channel and/or banks of a perennial stream or river. ▪ Removal of 0 – 20 cubic yards of fill from public water. ▪ Any work within 50 feet of a salt marsh if the work does not meet the criteria for a major project.
Major (Administrative Rule Wt 303.02):
<ul style="list-style-type: none"> ▪ > 20,000 square feet of impacts to wetlands and/or banks. ▪ > 200 linear feet of impacts to the shoreline and/or bank of a lake or pond, or to the channel of an intermittent stream, or to the channel and/or banks of a perennial stream or river. ▪ Removal of >20 cubic yards of fill from public water. ▪ Fill in public waters for the purpose of making land. ▪ Any work in or within 100 feet of a Prime Wetland (see Section 3). ▪ Any work within the Tidal Buffer Zone that alters any bank, flat, wetlands, surface water, or undeveloped uplands, except for repair of existing structures. ▪ Any work in a bog, sand dune, or tidal wetland, except for repair of existing structures. ▪ Any work within areas identified by the NH Natural Heritage Bureau as containing exemplary natural communities, and/or that have documented occurrences of state or federally listed endangered or threatened species.

Additional Permit Categories

Not all work conducted in NHWB jurisdiction is classified solely as a minimum, minor, or major project. Additional categories of permits are discussed below.

Routine Roadway and Railway Maintenance Activities

(Administrative Rule Wt 303.05q)

Any work that involves routine maintenance activities that are conducted in accordance with the manual *Best Management Practices for Routine Roadway Maintenance Activities in New Hampshire* does not require a Standard Dredge and Fill application. Instead, a Notification of Routine Roadway and Railway Maintenance Activities form can be submitted. More than one maintenance activity may be described on one form, as long as all activities submitted with one form are located in the same town.

The applicant sends this form directly to the NHWB and sends the BOE a copy. This form cannot be used for projects given emergency authorization. Work can begin five (5) days after sending the application.

There are five maintenance activities that may qualify as Routine Roadway and Railway Maintenance:

- 1) Culvert extensions at the same location
- 2) Culvert replacement and relocation
- 3) Embankment stabilization
- 4) Headwall repair, replacement, and construction
- 5) Roadside ditch maintenance (parallel to roadway)

Projects do not qualify for this category if they occur in a bog, marsh, sand dune, or undisturbed tidal buffer zone, in or adjacent to a prime wetland, or within 1/4-mile of a designated river. Refer to the Best Management Practices manual for additional conditions that must be met in order for each activity to qualify: <http://www.nh.gov/dot/bureaus/environment/pdf/BMPManual.pdf>.

The Notification of Routine Roadway and Railway Maintenance form should not be confused with the Permit by Notification form (see below).

Permit by Notification

(Administrative Rules PART Wt 506)

Certain minimum impact projects may be eligible for Permit by Notification (PBN), a streamlined permitting process. Such projects require a PBN form instead of the Standard Dredge and Fill form. The same attachments required for the Dredge and Fill application are required for the PBN application. The form is submitted to the BOE for processing. This form cannot be used for projects given emergency authorization.

In order for projects to be eligible for PBN, the proposed work cannot be in a bog, marsh, sand dune, or undisturbed tidal buffer zone, in any wetland identified by the Natural

Heritage Inventory as an exemplary natural community, or in or adjacent to prime wetlands. Activities not in these areas that may qualify for PBN include:

- 1) Maintenance dredging of nontidal drainage ditches, provided that the work does not exceed 20,000 square feet.
- 2) Maintenance, repair, or replacement of a non-docking structure such as a culvert, headwall, bridge, dam, residential utility line, or rip-rap slope of less than 50 linear feet, provided there is no change in location, configuration, construction type, or dimension.

For more information on these activities and PBN, refer to <http://www.des.state.nh.us/wetlands/pbn/index.html>.

After filing the PBN application, the project may begin after 10 days, provided the application contains a waiver of intervention (signature on application) from the Conservation Commission. If the application does not contain a waiver from the conservation commission, then the project may begin twenty-five (25) days after filing. If no correspondence is received from the NHWB within the allotted time, then the project may begin. A signed PBN form must be posted at the project site. Within ten (10) calendar days following completion of the project, the NHWB must be sent photographs that confirm the work was completed as planned.

If the NHWB disqualifies the project from the PBN process for any reason, the applicant must submit a Standard Dredge and Fill application with another filing fee. If the NHWB determines that the application is incomplete, a Notice of Incompleteness will be issued within the allotted time. If this notice is sent, the applicant gets one chance to correct all deficiencies. If the application is still found to be incomplete, the applicant must file again and pay another filing fee. For these reasons, **the BOE does not recommend using PBN.**

Note: The Permit by Notification form should not be confused with the Notification of Routine Roadway and Railway Maintenance form.

Minimum Impact Expedited

(Administrative Rules PART Wt 505)

Certain minimum impact projects may qualify as Minimum Impact Expedited projects. These projects require the Minimum Impact Expedited application form instead of the Standard Dredge and Fill form (available at <http://www.des.state.nh.us/wetlands/wetapps.htm>). A checklist of criteria for determining a project's eligibility is attached to the form. A signature from the town's Conservation Commission is required if this form is used; this form cannot be used if the town does not have a conservation commission. The form is submitted to the BOE for processing. The Minimum Impact Expedited form cannot be used for projects given emergency authorization.

Minimum Impact Expedited projects are given priority at the NHWB; therefore, in order to limit delays in the review of other permit applications, **Minimum Impact Expedited should be used only when absolutely necessary.**

Emergency Permits

(Administrative Rules PART Wt 503)

When emergency situations occur in NHWB jurisdiction, the NHWB must be contacted directly for emergency authorization before any work can be completed. An emergency, as defined in the NHWB Administrative Rules (Wt 503.01), is a situation that creates “a threat to public safety or public health” or “imminent significant damage to property”, and has “occurred within 5 days of the request for emergency approval”. In these cases, a *Standard Dredge and Fill* application package should be submitted to the BOE within 30 days following emergency authorization. This follow-up, or “after the fact”, application should contain the same information as a typical application, in addition to the Emergency Authorization number and photographs of the completed work.

During a general or local disaster (i.e. significant flooding event), work without emergency authorization is allowed. The BOE should be contacted to determine, on a case-by-case basis, what information needs to be sent to the NHWB following the emergency.

Amendments

If additional wetland impacts are anticipated, and a permit application was already sent to the NHWB, an amendment to the permit application must be submitted. Application amendments should be completed using the same guidelines as the original application. The cover letter to the NHWB should describe additional impacts, original impacts, and total impacts. A new application form is not required. Amendments to a permit that has already been issued are discussed in Section II.

Army Corp of Engineers

State Programmatic General Permit

The United States Army Corps of Engineers (ACOE) has issued a general permit to the State of New Hampshire that eliminates the need to apply for a separate permit from the ACOE for most projects that impact areas in NHWB jurisdiction. This permit, the State Programmatic General Permit (SPGP), pertains to most projects for which a NHWB permit is required as long as impacts are less than three (3) acres. Under the SPGP agreement, the ACOE reviews all projects that have been approved by the NHWB, but confirmation of ACOE approval is not required for all projects. Approval procedures are discussed in more detail in Section 2 of this manual.

ACOE Individual Permit

Any work that will result in three acres or more of wetland impacts requires an Individual Permit from the ACOE. This permit is rarely required for NHDOT projects. If this permit is required, an ACOE application form should be submitted to both the ACOE and the NHWB (in place of the Standard Dredge and Fill Application).

Application Forms

Example: Standard Dredge and Fill Application Form



DEPARTMENT OF ENVIRONMENTAL SERVICES

WETLANDS BUREAU

29 Hazen Drive PO Box 95

Concord, NH 03302-0095

Phone: (603) 271-2147

Fax: (603) 271-6588

web site: www.des.state.nh.us/wetlands

email: wetmail@des.state.nh.us



STANDARD DREDGE AND FILL APPLICATION

Application for filling, dredging, or constructing structures under RSA 482-A and RSA 485-A:17

GENERAL INSTRUCTIONS: Type or print clearly; missing information will delay processing of your application!

1. NAME OF OWNER: State of New Hampshire, Department of Transportation
Last First Middle

MAILING ADDRESS: _____
Street/Road/Box # Town/City State Zip code

TELEPHONE: (603) _____ - _____ FAX: (603) _____ - _____ EMAIL: _____

2. LOCATION OF PROPOSED CONSTRUCTION:

_____ Town/City
Street/road/highway

TAX MAP #'s _____ LOT #'s _____ BLOCK#s _____

3. Obtain Name of Waterbody from U.S. Geological Survey Map. If Waterbody is Unnamed, place an "X" in the appropriate box.
☐ IN, OR ☐ ADJACENT TO: _____ (name of waterbody)

☐ Unnamed tributary to: _____

☐ Unnamed Pond ☐ Unnamed stream ☐ Unnamed wetland ☐ Tidal Buffer Zone

4. Mark appropriate box(es) to indicate landform type(s): ☐ Salt Marsh; ☐ Tidal water; ☐ Sand dune; ☐ Bog;
☐ Freshwater marsh; ☐ Swamp; ☐ Wet meadow; ☐ River; ☐ Perennial stream; ☐ Seasonal stream; ☐ Lake;
☐ Upland (tidal buffer zone only); ☐ Other: _____

5. Provide a description of your proposed project. _____

6. Explain the need for the proposed project and how it has been designed to minimize impact to areas within the DES Wetlands Bureau's jurisdiction. (use separate sheet if necessary). _____

7. Desired Starting Date: _____ Estimated Completion Date: _____

8. AUTHORIZED AGENT: _____

MAILING ADDRESS: _____
Street/Road/Box # Town/City State Zip code

TELEPHONE: (603) _____ - _____ FAX: (603) _____ - _____ EMAIL: _____

For Internal Use

Fee received: _____ File # _____
check# amount init date

9. Area, volumetric and/or linear impact of proposed work within NH DES Wetlands Bureau jurisdiction (e.g., lakes, ponds, streams, wetlands, sand dunes, tidal buffer zone, etc.).
- Estimated area of permanent impact within wetlands: _____ sq. ft.
 - Estimated area of permanent impacts within non-wetland bank: _____ sq. ft.
 - Estimated area of permanent impacts within the upland portion of the Tidal Buffer Zone: _____ sq. ft.
 - Estimated area of temporary impacts: _____ sq. ft.
 - Estimated total area of all proposed work: _____ sq. ft. (in N.H. Wetlands Bureau jurisdiction).
 - Estimated length of permanent impacts to banks: _____ ft.
 - Estimated length of permanent impacts to channel: _____ ft.
 - Estimated volume of impacts in Public Waters _____ cu. yd.
 - Final deposition of dredged material _____.
 - Is proposed disposal site for dredged material located in wetlands? ☐ yes ☐ no
 - If a channel is to be constructed, or a culvert or a bridge is to be installed, give the distance the flow of water is to be rerouted _____ ft.
 - If dock or similar structure: length: _____ ft.; width: _____ ft.; total surface area of structures/impact: _____ sq. ft.
 - If waterfront project, indicate total length of shoreline frontage _____ ft.
 - If wall, rip-rap, beach, or similar project, indicate the proposed shoreline impact in: linear feet _____, square feet _____.

10. **FILING FEE:** A check or money order payable to the DES Wetlands Bureau shall accompany the application. The minimum fee is \$100. MINOR and MAJOR IMPACT PROJECTS are charged at the rate of: \$0.10 per square foot of requested impact (if less than 1,000 square feet of impact is proposed, the minimum fee of \$100 applies). All applications for SHORELINE STRUCTURES shall include a base fee of \$100. In addition, MINOR and MAJOR IMPACT SHORELINE PROJECTS shall include fees charged at the rate of: \$0.10 per square foot for requested dredge or fill impacts; \$0.50 per square foot for requested seasonal docking structure; and \$1.00 per square foot for requested permanent docking structure. **All fees are based on the originally requested impacts, not the final approved impact.**

APPLICANT SIGNATURE. SIGNATURE BELOW CERTIFIES THAT:

- The applicant has read, and provided, the REQUIRED INFORMATION outlined in rule Wt 302.04 and listed on the "Checklist for Preparing a Standard Dredge & Fill Application";
- The applicant has read and understands Rule Wt 302.03 and has chosen the least impacting alternative;
- The applicant has submitted a copy of the application materials to the NH State Historic Preservation Officer;
- The applicant authorizes the local Conservation Commission, if any, to inspect the site in order to provide comment to the department, pursuant to RSA 482-A:11.
- The applicant has reviewed the information to be submitted and that the information is, to his/her knowledge, true and accurate;
- The applicant understands that the willful submission of falsified or misrepresentative information to the New Hampshire Department of Environmental Services is a criminal act punishable by law.

signature of owner

print owner name

date

signature of authorized agent (if applicable)

print agent name

date

TOWN CLERK SIGNATURE. I hereby certify that the applicant has filed five applications, five sets of supporting materials with the town/city of: _____ N/A _____ as required by Chapter 482-A:3, and I have received and retained certified postal receipts (or copies) for all abutters identified by the applicant.

signature of town/city clerk

date

Example: Notification of Routine Roadway Maintenance Form



DEPARTMENT OF ENVIRONMENTAL SERVICES

WETLANDS BUREAU

6 Hazen Drive PO Box 95

Concord, NH 03302-0095

Phone: (603) 271-2147 Fax: (603) 271-6588

Web site: www.des.state.nh.us/wetlands email: wetmail@des.state.nh.us



Notification of Routine Roadway and Railway Maintenance Activities

Please circle YES or NO to respond to each question. **Bold-faced terms** are defined on the attached page.

<p>1. Will the proposed activity require disturbance in any wetland or surface water, on the bank of any surface water body, in uplands adjacent to a municipally designated prime wetland, or in a sand dune, flat, or undisturbed tidal buffer zone?</p>	Yes	No
<p><i>If you answered NO, you do not need to file this form or any other wetlands application. If you answered YES, continue.</i></p>		
<p>2. Will the proposed activity impact a bog, marsh, sand dune, flat, tidal wetland, undisturbed tidal buffer zones, a wetland or species identified in the Natural Heritage Inventory, or is the proposed activity in or adjacent to designated prime wetlands or within a quarter mile of a N.H. designated river?</p>	Yes	No
<p><i>If you answered YES, you must file a different wetlands application and no work in the above areas may begin until a permit is received. If you answered NO, continue to question 3 and 4.</i></p>		
<p>3. Will the work be conducted in the dry, either at low water periods or behind temporary diversions described in BMP #11 in <i>Best Management Practices for Routine Roadway Maintenance Activities in New Hampshire</i>?</p>	Yes	No
<p>4. If you are proposing to dredge roadside ditches, do the ditches have all three of the following characteristics: they are manmade, they run parallel with the roadway and they have a defined channel and banks?</p>	Yes	No
<p><i>If you answered NO to question 3 or 4, you must file a different wetlands application and no work in a jurisdictional area can begin until a permit is received. If you answered YES, continue to question 5.</i></p>		
<p>5. Will the proposed activity include any of the following:</p>		
a) Extending an existing culvert more than 10 feet at the inlet or outlet?	Yes	No
b) Replacing a culvert larger than 36 inches in diameter, or increasing the diameter more than 50%, or increasing the diameter to more than 36 inches?	Yes	No
c) Relocating or skewing (realigning) an existing culvert such that <ul style="list-style-type: none"> ▪ the distances from the old location of the inlet to the new location of the inlet, added to the distance from the old location of the outlet to the new location of the outlet, total more than 50 linear feet; or ▪ the total length of seasonal streambed channel to be filled (including riprap at outlet) is more than 50 linear feet measured along the thread of the channel; or ▪ the culvert being skewed (realigned) is in a perennial stream. 	Yes	No
d) Dredging roadside ditches that carry a perennial stream ?	Yes	No
e) Stabilizing an embankment adjacent to a perennial stream or river ?	Yes	No
<p><i>If you answered YES to any of questions 5a-5e, you must file a different wetlands application and no work within a jurisdictional area can begin until a permit is received. If you answered NO to questions 5a-5e, complete items 6 - 13.</i></p>		
<p>FOR DES USE: Date received: _____ Initials: _____ File#: _____</p>		

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6. Provide the following contact information.					
Activity Sponsor (choose one category below):					
DOT Maintenance District (specify):			State Agency (specify):		
Municipality (specify):			Private owner of railway:		
Owner of private roadway			Other (specify):		
Name of Authorized Representative:		Daytime phone number:		Fax number	
				Email address:	
Street mailing address or PO Box:		Municipality (Mailing Address):		State	Zip code
7. Provide location(s) of the proposed activity(ies) below. Attach separate sheets as needed.					
Street address(es) or nearest intersection(s)					
Municipality			Tax map and lot # (if private property)		
Jurisdictional area where work is proposed (check all that apply)		Wetland		Intermittent (seasonal) stream	Name of water body(ies), if applicable:
Provide a brief description of each activity and the location at which it will occur:					
8. Routine Maintenance Activity covered by Roadway BMP Manual (<i>Check all that apply</i>):					
Culvert Extension			Relocating an Existing Culvert		
Embankment Stabilization			Replacing Culvert		
Headwall Repair, Replacement and Construction			Roadside Ditch Maintenance		
<input type="checkbox"/> 9. Attach a copy of a USGS topographic map (at its original scale) with the proposed location(s) clearly identified.					
<input type="checkbox"/> 10. Attach sketches showing construction design (see manual, <i>Best Management Practices for Routine Roadway Maintenance Activities in New Hampshire</i> for examples and templates).					
<input type="checkbox"/> 11. Attach color photograph(s) mounted on 8-1/2 x 11 inch paper, of proposed work site(s) showing existing structures, surrounding land, and waterbody (in or adjacent to work location).					
12. By signing below, the authorized representative is certifying that: 1) all information provided in this notification is accurate and correct; 2) all work will conform to <i>Best Management Practices for Routine Roadway Maintenance Activities in New Hampshire</i> ; 3) the conditions on the following page shall be followed; 4) copies of this Notification have been provided to the board of selectmen (or governing body) and municipal conservation commission (if one exists) in the municipality in which work is proposed.					
_____ Signature of authorized representative			_____ Date		
13. Make three photocopies of this form and all required attachments, including map(s) and sketch(es) <ul style="list-style-type: none"> ▪ Mail the original notification with attachments to NH DES Wetlands Bureau, PO Box 95, Concord, NH 03302-0095 at least five (5) calendar days before work begins. ▪ Provide one photocopy to the board of selectmen (or governing body) and one photocopy to the municipal conservation commission, (if there is one), at least five (5) calendar days before work begins. ▪ Post one photocopy in a prominent location at each worksite. <p style="text-align: center;"><i>You may proceed with the proposed activity upon proper filing of a <u>complete</u> notification.</i></p>					

**** CONDITIONS ****

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Example: Permit By Notification Form



DEPARTMENT OF ENVIRONMENTAL SERVICES WETLANDS BUREAU

29 Hazen Drive PO Box 95

Concord, NH 03302-0095

Phone: (603) 271-2147 Fax: (603) 271-6588

Web site: www.des.nh.gov/wetlands Email: wetmail@des.state.nh.us



Permit By Notification (PBN) Form

Please read the instructions and project-specific booklet(s) before proceeding to legibly complete this notification form.

1	Name of Property Owner (last, first, middle initial)	Owner Daytime phone number ()	Owner Fax number ()	Owner Email address:
Property Owner (permanent) mailing address or PO Box		Town/City (Owner Mailing Address)		State Zip code
2	Name of Agent	Agent phone number ()	Agent fax number ()	Agent Email address
Agent Street mailing address or PO Box		Town/City (Agent Mailing Address)		State Zip code
3	Location(s) of the proposed work			
Street address(es) or nearest intersection(s)				
Town/City		Tax map	Lot number(s)	
4	Resource where work is proposed (if your resource is not listed, contact DES for guidance):			
Nontidal Wetland	Bank of surface water body	Intermittent (seasonal) stream	Name of water body, if applicable:	
Tidal Wetland	Lake or pond	Perennial stream or river		
5	Provide a brief description of all proposed work including the size of the impact area in the resource:			
6	Permit By Notification (PBN) Project Types I am filing notice of my intent to carry out work that meets the requirements for PBN under DES rules, Chapters Wt 302 and 506. I have obtained a copy of the PBN project-specific booklet for each project checked below. I will comply with all of the standards and conditions contained in that project-type booklet(s). <i>(Check all that apply):</i>			
Project #	Description		<i>Note: Projects 7-14 are grouped in one booklet for shoreline structures.</i>	
<input type="checkbox"/> 1.	Installation of a culvert or bridge for access.		<input type="checkbox"/> 7. Construction of a seasonal dock in nontidal waters.	
<input type="checkbox"/> 2.	Installation of a residential utility line.		<input type="checkbox"/> 8. Construction of an anchoring pad for a seasonal pier.	
<input type="checkbox"/> 3.	Maintenance dredging of nontidal drainage ditches, man-made ponds and nontidal spillways.		<input type="checkbox"/> 9. Installation of a seasonal boatlift.	
<input type="checkbox"/> 4.	Maintenance and repair of non-docking structures.		<input type="checkbox"/> 10. Installation of a seasonal personal watercraft lift.	
<input type="checkbox"/> 5.	Construction of a temporary cofferdam or other temporary water control devices.		<input type="checkbox"/> 11. Repair of existing docking facilities.	
<input type="checkbox"/> 6.	Temporary impacts associated for maintenance and repair of existing utility lines.		<input type="checkbox"/> 12. Repair or replacement of an existing retaining wall.	
			<input type="checkbox"/> 13. Replenishment of an existing nontidal beach.	
			<input type="checkbox"/> 14. Installation or repair of dry hydrant	

7.	Your notification form will be considered incomplete without the following required attachments: You must verify inclusion by checking off each box below: <input type="checkbox"/> Tax map with property (and abutters' properties) clearly identified. <input type="checkbox"/> Copy of a USGS topographic map (at its original scale) with the project location(s) clearly identified. <input type="checkbox"/> Copies of postal receipts verifying that you have notified abutters by certified mail. <input type="checkbox"/> Sketch plan of proposed project. <input type="checkbox"/> Abutter agreement (<i>only required if working within 20 feet of abutter's property line</i>). <input type="checkbox"/> Photographs clearly showing existing condition of project area, including the proposed impact area, existing structures, surrounding land, and waterbody in or adjacent to work location(s). Mount or print color photographs of proposed work site(s) on 8-1/2" x 11" paper. <input type="checkbox"/> \$100 filing fee (nonrefundable) made payable to the NH DES - Wetlands Bureau.														
8.	By initialing within the blank before each of the following numbered statements, and signing below, you are certifying that: _____ 1) All information provided in this PBN form is complete and accurate. _____ 2) I have obtained, read, and retained a copy and agree to abide by the conditions and requirements in the Project-Specific Booklet(s). _____ 3) I certify that operations on this site, if within protected shoreland (see Definitions), shall comply with minimum standards of RSA 483-B, and that I have sufficient knowledge of the minimum standards to ensure compliance. www.des.nh.gov/cspa _____ 4) I understand that completion of the PBN process does not preclude DES from taking enforcement action if DES later determines that I provided misleading, incomplete, or false information or if I have failed to follow criteria or conditions. _____ 5) I authorize the municipal conservation commission to access the project site for the purpose of verifying information contained in this form and determining compliance with the rules. _____ 6) I understand that I may not proceed with the work until: a) After 10 calendar days, if the PBN Form contains a waiver of intervention (signature) from the Conservation Commission (or if no CC, the local governing body), b) After 25 calendar days, if the Conservation Commission has not signed the PBN Form, or c) No work may proceed if DES has disqualified the project from the PBN process. _____ 7) Within 10 calendar days following completion of the work, I will complete and submit a <i>Confirmation of Project Completion</i> form to DES.														
_____ Signature of owner Date															
9.	CONSERVATION COMMISSION (or governing body if there is no conservation commission). The signature below certifies that the municipal conservation commission has reviewed this application, and waives its right to intervene, pursuant to RSA 482-A:11.														
_____ Authorized Signature of Conservation Commission Print Name Date															
10.	TOWN /CITY CLERK. I hereby certify that the applicant has filed the original and four copies of the application and required attachments with the town/city of _____ and that I will be distributing those copies as required by RSA 482-A:3, I.														
_____ Signature of Town/City Clerk Date															
<ul style="list-style-type: none"> ▪ This Notification does not exempt you from any other local, state, or federal permits or requirements. ▪ Post one photocopy of the completed and signed Permit By Notification form in a prominent location at the worksite. ▪ Permits are valid for five years from the date of the Town/City Clerk's signature and are NOT transferable to subsequent property owners. ▪ No further correspondence will be issued by DES unless the PBN form and attachments are found to be incomplete or inappropriate. ▪ Work carried out in violation of any standard or conditions is subject to enforcement action. 															
<table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">For internal use only:</td> <td style="width: 10%;">check #</td> <td style="width: 15%;">Date received</td> <td style="width: 10%;">Amount</td> <td style="width: 10%;">Initials</td> <td style="width: 10%;">Check date</td> <td style="width: 10%;">DES File#</td> </tr> <tr> <td colspan="7">Fee received:</td> </tr> </table>		For internal use only:	check #	Date received	Amount	Initials	Check date	DES File#	Fee received:						
For internal use only:	check #	Date received	Amount	Initials	Check date	DES File#									
Fee received:															

Example: Minimum Impact Expedited Application Form



NH DEPARTMENT OF ENVIRONMENTAL SERVICES WETLANDS BUREAU

6 Hazen Drive, PO Box 95
Concord, NH 03302-0095

Phone: (603) 271-2147 Fax: (603) 271-6588

web site: www.des.state.nh.us/wetlands email: wetmail@des.state.nh.us



Minimum Impact Expedited Application

INSTRUCTIONS: This document has three sections. Section One is the application form, to complete once you have read the other sections; Section Two is a checklist, to ensure you have assembled the appropriate documents. Section Three describes projects that meet the minimum impact criteria. Please review Section Three first to be sure you are submitting the correct application.* If your project meets the criteria for a minimum impact project as outlined in Section Three, then complete all items in Sections One and Two. *Please type or print clearly.*

* Other applications available from the DES Wetlands Bureau:

1) **Notification Forms for Timber Harvesting for Forest Management, Trail Construction and Maintenance, and Seasonal Docks** - Projects involving minimum impact timber harvesting for forest management purposes, trail construction or maintenance, or seasonal nontidal dock installation may be approved by notification using the appropriate notification form provided certain conditions are met.

2) **Minimum Impact Agricultural Projects Application** - Permits for minimum impact agricultural projects may be obtained by developing plans in conjunction with the appropriate County Conservation District and submitting this form.

3) **Standard Dredge And Fill Application** - Minor and Major impact projects (and some minimum impact projects) require this form.

SECTION ONE

1. Name of Owner _____
Last First Middle Initial
2. Mailing Address: _____
Box # / Street Town/City State Zip code

() ()
Daytime Telephone Number Fax Number Email
3. Location of Proposed Project: _____
Street # Street/Road/Highway Town/City State Zip code
Tax Map Number: _____ Block/Lot Number: _____
4. Contractor or Agent: _____
Name of Contact and Company Name (if any)

Box # / Street Town/City State Zip code

() ()
Daytime Telephone Number Fax Number Email
5. Provide a brief description of your proposed project. Include the amount of proposed wetland impact (in square feet) and, if applicable, the amount of shoreline impact (in linear feet):

FOR INTERNAL USE ONLY

File Number: _____ Initials: _____
Check date _____ Check #: _____ Amt.: _____ Date received _____

Revised 8/19/03

1

6. Please explain the purpose of, or the need for, the proposed work and how it has been designed to minimize impacts within the DES Wetlands Bureau's jurisdiction: _____

7. Name of Waterbody, as listed on the U. S. Geological Survey topographic map: _____

If not listed on the map, please check which of the following best applies to the area of proposed impacts:

☐ unnamed lake or pond ☐ unnamed wetland ☐ unnamed stream ☐ unnamed tributary to _____

8. Please check the box(es) which best describe the area(s) in which work is proposed:

☐ salt marsh ☐ tidal water ☐ sand dune ☐ 100 feet from highest observable tideline
☐ bog ☐ freshwater marsh ☐ swamp ☐ wet meadow
☐ perennial stream ☐ seasonal stream ☐ river ☐ lake or pond
☐ other (explain or describe area) _____

9. Length of shoreline frontage on the property (linear feet): _____

To determine the length of **shoreline frontage**, add the length of the natural navigable shoreline (which may be shown on the tax map) to the length of a straight line drawn between the two property boundaries at the shoreline edge, and divide by two. (Both lengths are measured at the normal high water line.)

REQUIRED SIGNATURES

10. *Applicant (owner or authorized agent).* My signature below certifies that: **1)** I have notified all abutters of this proposed work by certified mail; **2)** plans and application materials, in this and all subsequent submissions, are complete and accurate; **3)** I am aware that the work I am proposing may require additional state, local or federal permits; **4)** any structure which I am proposing to repair or replace was either previously permitted by the NH Wetlands Board or DES Wetlands Bureau or would be considered *grandfathered* (which is defined as having been in existence prior to permit authority under RSA 482-A:3, I or its predecessor statute RSA 483-A:1, I and has been installed in the same location, with the same dimensions, configuration, and construction type, and the structure has not been *abandoned*, which means the failure, for a period of 5 years, to maintain an existing structure in a condition so that it is functional and intact) (Wt 101.01); and **5)** by signing this application I authorize the municipal conservation to conduct a site walk of the project area.

Signature of Owner or Authorized Agent Print name legibly Date

11. *Conservation Commission.* The signature below certifies that the municipal conservation commission has reviewed this application, and: **1)** waives its right to intervene per RSA 482-A:11; **2)** believes that the application and submitted plans accurately represent the proposed project; and **3)** has no objection to permitting the proposed work. *Conservation Commission is not required to sign. If Conservation Commission does not sign this statement for any reason, then the application shall not be eligible for expedited processing and shall be reviewed as a standard application.*

Authorized Commission Signature Print name legibly Date

12. *Town Clerk.* I hereby certify that the applicant has filed five application forms, five detailed plans, and five USGS location maps with the town/city of _____ as required by Chapter 482-A:3 (amended 1991), and I have received and retained certified postal receipts (or copies) for all abutters identified by the applicant.

Signature of Town/City Clerk Print name legibly Date

IMPORTANT NOTE: The DES Wetlands Bureau is required to act on minimum impact applications meeting all criteria for expedited review within 30 days of DES's "Notice of Administrative Completeness." However, applicants are advised that work carried out before receiving a written permit issued by the DES Wetlands Bureau may not be covered under the federal Army Corps of Engineers State Programmatic General Permit (effective June 2, 2002) and therefore **may be in violation of federal law.**

Chapter 2—Wetlands Permit Application

The remaining chapters in this section pertain to processing a Standard Dredge and Fill application package that is submitted for minimum, minor, and major projects.

Administrative Rule Wt 501.02 addresses additional information that must be submitted with the Dredge and Fill Application. This information is summarized below. When the BOE receives a NHWB permit application package for processing, it should consist of the items discussed below.

The Application Package

▪ *Intra-department Project Informational Form*

This form is for the BOE file and is not included in the application package sent to other agencies. The form can be found on the Department's G: drive at G:\BUR16\Wetlands\Wetland Applications.

▪ *Standard Dredge and Fill Application*

The application form should be the NHDOT version. The BOE must receive the original application. The form can be found on the Department's G: drive at G:\BUR16\Wetlands\Wetland Applications.

The application is divided into ten sections:

1. *Owner information:* State of New Hampshire, DOT
2. *Location of proposed construction:* Tax map information is not required for NHDOT projects
3. *Waterbodies in the project area*
4. *Landforms*
5. *Description of project*
6. *Need for project*
7. *Desired starting date/estimated completion date*
8. *Authorized agent:* State of New Hampshire, DOT
9. *Impacts**
10. *Filing Fee:* determined by the BOE

The application must be signed and dated by the authorized agent. NHDOT is not required to obtain a signature from the town clerk.

**Wetland Impacts—Section 9 of the Standard Dredge and Fill Application:*

Wetland impacts must be measured as temporary and permanent impacts, as applicable to the project (9a, b, d, e on the application). Permanent impacts are further divided into impacts to wetlands and impacts to non-wetland banks. These impacts are measured in square feet.

Some projects, such as culvert extensions, disturb a stream's channel and banks. This type of impact is measured in linear feet (9f, g on the application). When calculating the total length of impacts to perennial streams, the length of disturbance to the channel and each bank must be measured and added together. When calculating the length of impacts to intermittent streams, distance is measured only along the thread of the channel. Only permanent linear impacts are recorded on the application.

Item 9j must be "no". Dredged material should never be disposed of in wetlands. The remaining items in Section 9 should be completed as appropriate to the project.

- ***USGS Topographic Map***

This should be in color and printed on 8 ½ x 11" paper at 1:24,000 or 1:25,000 scale. The location of the project area and wetland impact areas must be clearly marked on the map and should be as precise as possible.

- ***Overview Plan***

An overview plan should be submitted for any Design project. This plan should show the entire project length, with the locations of wetland impacts, station numbers, labeled roadways, and north arrow.

- ***Wetland legend***

This can be included on the plan or submitted as a separate sheet. The standard legend can be obtained from the BOE.

- ***Wetland impact summary***

This can be included on the plan or submitted as a separate sheet. The standard impact summary table can be obtained from the BOE.

- ***Plans***

Detailed plans should show the proposed work, including temporary and permanent wetlands impacts. A scale or dimensions, north arrow, and date should always be included on the plans, as well as an easily recognized landmark and its distance from the project area (intersections and telephone poles with pole numbers are typically used as landmarks). Delineated wetlands and wetland impacts should be shown on the plan using the standard symbols. If applicable, the plan should also show proposed methods of erosion and siltation control.

- ***Color photographs***

Photographs should show impact areas and existing structures, and should be clearly labeled with the date, project name and number, and location.

- ***20 questions***

These are required for minor and major projects. If the project has a completed environmental document, the environmental document can be substituted for the 20 questions. The Programmatic Categorical Exclusion checklist should not be used in place of the 20 questions.

▪ ***Construction Sequence***

For District and Bridge Maintenance projects, the sequence of construction should be described in a brief narrative that includes pre-construction through post-construction activities and the relative timing of all work. For Design projects, the construction sequence will be described in the Storm Water Pollution Prevention Plan (SWPP), which is written just prior to construction.

▪ ***Shoreline Stabilization***

(Administrative Rule PART Wt 404)

Rip-rap should be utilized only when vegetative and diversion methods are physically impractical due to turbulence, flow, restricted space, or similar factors. When a proposed project involves more than 100 linear feet of shoreline stabilization, the following rules must be addressed and included in the application package:

Wt 404.01 Least Intrusive Method

Wt 404.02 Diversion of Water

Wt 404.03 Vegetative Stabilization

Wt 404.04 (a-e) Rip-Rap

If rip-rap is to be placed along more than 100 linear feet of a stream or river, stamped engineering plans must be submitted. If rip-rap is to be placed adjacent to a public water body, a stamped survey plan must be submitted. The plan must show the location of the normal high water shoreline and the footprint of the proposed project.

Each of these components of the application package should be checked for errors and omissions. An incomplete application package or incorrect information delays the process of obtaining a permit. Common errors include the incorrect sum of wetland impacts; discrepancies in wetland impacts shown on the plan and wetland impacts listed on the application itself; inaccurate location shown on the topographic map; and incorrect wetland classification. For information regarding wetland classification, refer to *Classification of Wetlands and Deepwater Habitats of the United States*. This manual can be found online at www.npwrc.usgs.gov/resource/1998/classwet/classwet.htm - table.

The Application Package—Examples

Examples of a typical application package begin on the following page.

Example: Permit Application #1

**NH WETLANDS BUREAU PERMIT APPLICATION
INTRA-DEPARTMENT PROJECT INFORMATIONAL FORM**

APPLICANT'S NAME: New Hampshire Department of Transportation

BUREAU/AGENCY: Bridge Design

CONTACT PERSON: Robert Aubrey

TELEPHONE #: 603-271-2731

EMAIL ADDRESS: RAUBREY@DOT.STATE.NH.US

PROJECT NAME: Hanover, NH Route 10 over Mink Brook

STATE #: 13935

FEDERAL #: N/A

WORK CLASS CODE: 151

ORGANIZATION CODE: 3039

COUNTY: Grafton

PROPOSED ADVERTISING DATE: This is a design/build project and has no advertising date. The project will be awarded to the chosen design/build team in March 2006.

PROPOSED CONSTRUCTION DATE: April 2006

IS THIS A MAJOR OR MINOR WETLAND IMPACT PROJECT (YES/NO)? YES

MITIGATION REQUIRED: YES ☐ NO ☒ ACRES _____

(If wetlands are being created, note how many acres of new wetland are being created and/or acres of preservation, or other mitigation that does not fit into creation)

PROJECT DESCRIPTION: This is a bridge replacement project of a structurally deficient bridge. The new bridge will have the same roadway width as the existing structure and the same span length or slightly longer.

WILL CONSTRUCTION OCCUR DURING LOW-FLOW PERIODS-e.g (JULY 15 - OCT 1)? Some of the substructure construction will likely occur outside this period.

WILL THIS PROJECT INVOLVE UNCONFINED IN-STREAM CONSTRUCTION WORK? Yes

DRAINAGE DESCRIPTION:

The existing drainage system will likely be perpetuated (ie catch basins with outlet pipes into the wetland areas). Some of the catch basins may be relocated slightly to account for minor changes to the profile grade.

*Revised Per
Denise
11/14/05*

s:\projects\active\hanover\13935\environ\wetintrainfo1.doc

Revised January, 2004



DEPARTMENT OF ENVIRONMENTAL SERVICES

WETLANDS BUREAU

29 Hazen Drive PO Box 95

Concord, NH 03302-0095

Phone: (603) 271-2147

Fax: (603) 271-6588

web site: www.des.state.nh.us/wetlands

email: wetmail@des.state.nh.us



STANDARD DREDGE AND FILL APPLICATION

Application for filling, dredging, or constructing structures under RSA 482-A and RSA 485-A:17

GENERAL INSTRUCTIONS: Type or print clearly; missing information will delay processing of your application!

1. NAME OF OWNER: State of New Hampshire, Department of Transportation
Last First Middle

MAILING ADDRESS: 7 Hazen Drive PO Box 483 Concord NH 03302-0483
Street/Road/Box # Town/City State Zip code

TELEPHONE: (603) 271 - 2731 FAX: (603) 271 - 2759 EMAIL: _____

2. LOCATION OF PROPOSED CONSTRUCTION:

NH Route 10 Hanover
Street/road/highway Town/City

TAX MAP #'s _____ LOT #'s _____ BLOCK#s _____

3. Obtain Name of Waterbody from U.S. Geological Survey Map. If Waterbody is Unnamed, place an "X" in the appropriate box.
☐ IN, OR ☒ ADJACENT TO: Mink Brook (name of waterbody)
☐ Unnamed tributary to: _____
☐ Unnamed Pond ☐ Unnamed stream ☐ Unnamed wetland ☐ Tidal Buffer Zone

4. Mark appropriate box(es) to indicate landform type(s): ☐ Salt Marsh; ☐ Tidal water; ☐ Sand dune; ☐ Bog;
☐ Freshwater marsh; ☐ Swamp; ☒ Wet meadow; ☒ River; ☐ Perennial stream; ☐ Seasonal stream; ☐ Lake;
☐ Upland (tidal buffer zone only); ☐ Other: _____

5. Provide a description of your proposed project. Bridge replacement with minor roadway reconstruction.

6. Explain the need for the proposed project and how it has been designed to minimize impact to areas within the DES Wetlands Bureau's jurisdiction. (use separate sheet if necessary). Existing bridge is structurally deficient and in need of replacement. Replacement bridge will be designed to same roadway width as existing and will have the same span length or slightly longer.

7. Desired Starting Date: April 2006 Estimated Completion Date: September 2006

8. AUTHORIZED AGENT: Mark W. Richardson

MAILING ADDRESS: 7 Hazen Drive PO Box 483 Concord NH 03302-0483
Street/Road/Box # Town/City State Zip code

TELEPHONE: (603) 271 - 2731 FAX: (603) 271 - 2759 EMAIL: _____

For Internal Use

Fee received: _____ File # _____
check# amount init date

9. Area, volumetric and/or linear impact of proposed work within NH DES Wetlands Bureau jurisdiction (e.g., lakes, ponds, streams, wetlands, sand dunes, tidal buffer zone, etc.).
- Estimated area of permanent impact within wetlands: 1058 sq. ft.
 - Estimated area of permanent impacts within non-wetland bank: 374 sq. ft.
 - Estimated area of permanent impacts within the upland portion of the Tidal Buffer Zone: N/A sq. ft.
 - Estimated area of temporary impacts: 840 sq. ft.
 - Estimated total area of all proposed work: 2272 sq. ft. (in N.H. Wetlands Bureau jurisdiction).
 - Estimated length of permanent impacts to banks: 44 ft.
 - Estimated length of permanent impacts to channel: 60 ft.
 - Estimated volume of impacts in Public Waters N/A cu. yd.
 - Final deposition of dredged material Placed in upland areas.
 - Is proposed disposal site for dredged material located in wetlands? ☐ yes ☒ no
 - If a channel is to be constructed, or a culvert or a bridge is to be installed, give the distance the flow of water is to be rerouted 0 ft.
 - If dock or similar structure: length: N/A ft.; width: N/A ft.; total surface area of structures/impact: N/A sq. ft.
 - If waterfront project, indicate total length of shoreline frontage N/A ft.
 - If wall, rip-rap, beach, or similar project, indicate the proposed shoreline impact in: linear feet N/A, square feet N/A.

10. **FILING FEE:** A check or money order payable to the DES Wetlands Bureau shall accompany the application. The minimum fee is \$100. MINOR and MAJOR IMPACT PROJECTS are charged at the rate of: \$0.10 per square foot of requested impact (if less than 1,000 square feet of impact is proposed, the minimum fee of \$100 applies). All applications for SHORELINE STRUCTURES shall include a base fee of \$100. In addition, MINOR and MAJOR IMPACT SHORELINE PROJECTS shall include fees charged at the rate of: \$0.10 per square foot for requested dredge or fill impacts; \$0.50 per square foot for requested seasonal docking structure; and \$1.00 per square foot for requested permanent docking structure. All fees are based on the originally requested impacts, not the final approved impact.

APPLICANT SIGNATURE. SIGNATURE BELOW CERTIFIES THAT:

- All abutters have been identified in accordance with the definition given in the general instructions sheet;
- The applicant has notified all abutters by CERTIFIED MAIL;
- The applicant has read, and provided, the REQUIRED INFORMATION outlined in rule Wt 302.04 and listed on the "Checklist for Preparing a Standard Dredge & Fill Application";
- The applicant has read and understands Rule Wt 302.03 and has chosen the least impacting alternative;
- The applicant has submitted a copy of the application materials to the NH State Historic Preservation Officer;
- The applicant authorizes the local Conservation Commission, if any, to inspect the site in order to provide comment to the department, pursuant to RSA 482-A:11.
- The applicant has reviewed the information to be submitted and that the information is, to his/her knowledge, true and accurate;
- The applicant understands that the willful submission of falsified or misrepresentative information to the New Hampshire Department of Environmental Services is a criminal act punishable by law.


signature of owner

 11/7/05
print owner name date

signature of authorized agent (if applicable)

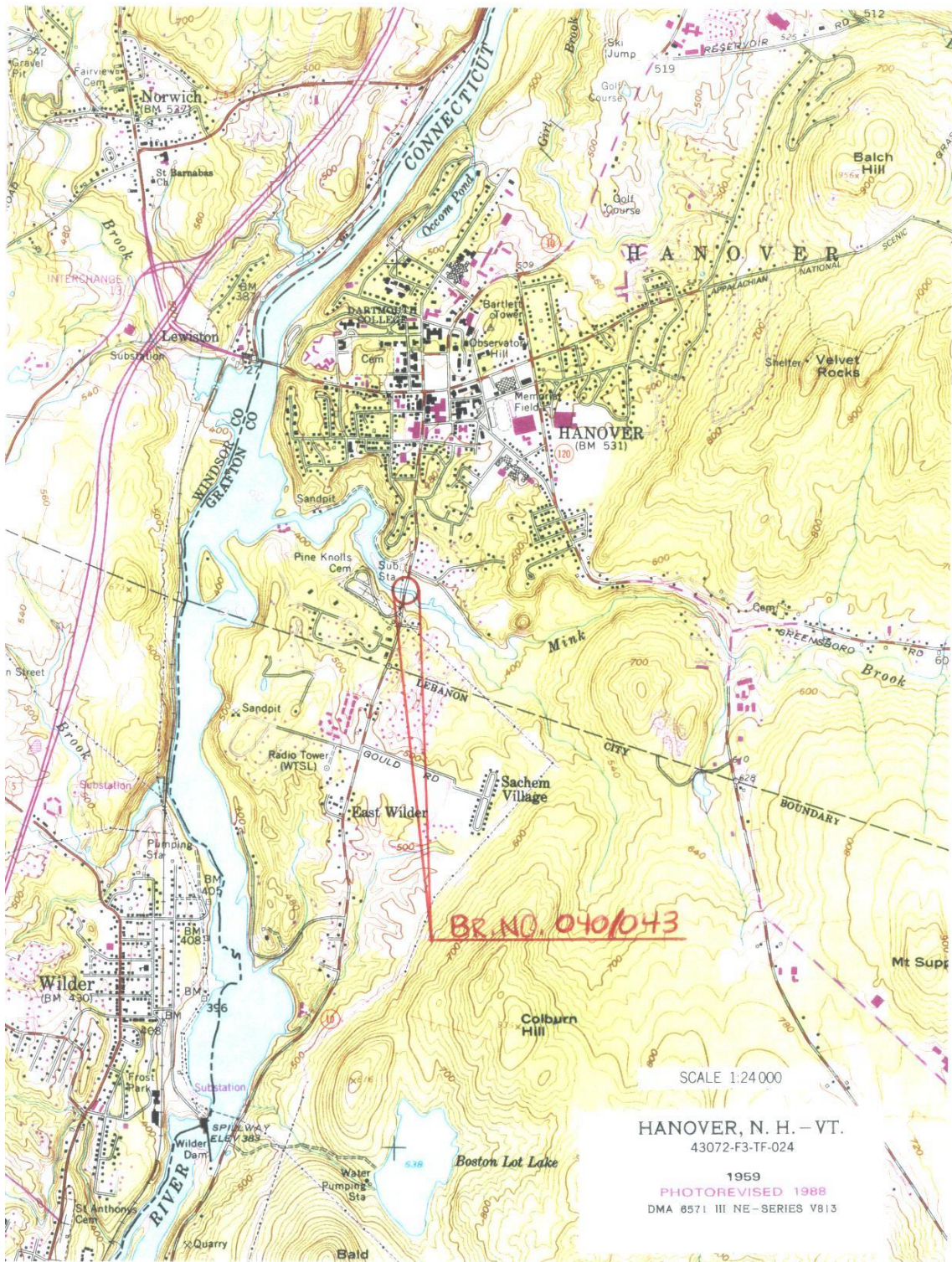
print agent name

date

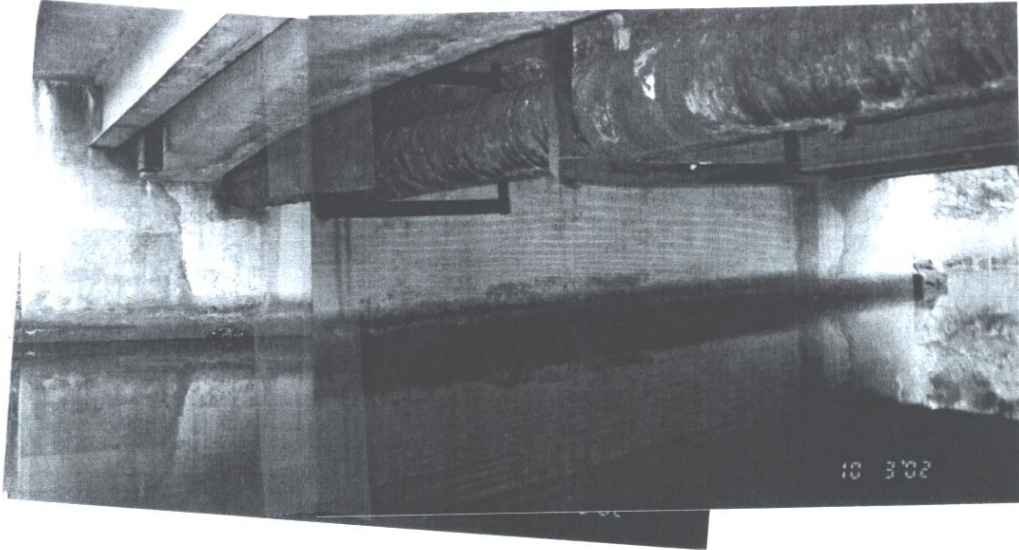
TOWN CLERK SIGNATURE. I hereby certify that the applicant has filed five applications, five sets of supporting materials with the town/city of: N/A as required by Chapter 482-A:3, and I have received and retained certified postal receipts (or copies) for all abutters identified by the applicant.

N/A
signature of town/city clerk

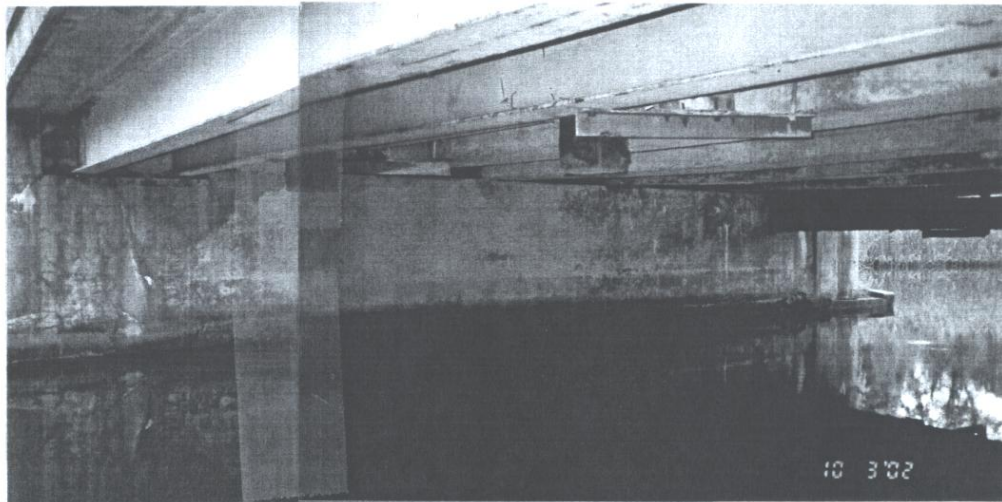
date



HANOVER 040/043
NH RTE. 10 OVER MINK BROOK
OCTOBER 4, 2002



82-6, 7 South Abutment



81-9, 10 North Abutment

HANOVER 040/043
NH RTE. 10 OVER MINK BROOK
OCTOBER 4, 2002



82-9 Downstream Elevation



82-8 Upstream Elevation

HANOVER 040/043
NH RTE. 10 OVER MINK BROOK
OCTOBER 4, 2002



81-11, 12 Looking DS from bridge



81-14, 15 Looking US from bridge

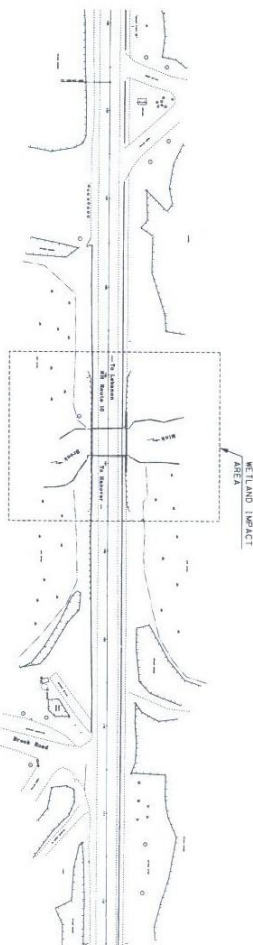
N.H. PROJECT NO. 13935
NH ROUTE 10 over MINK BROOK

AVERAGE DAILY TRAFFIC 20 XX	XX
AVERAGE DAILY TRAFFIC 20 XX	XX
PERCENT OF TRUCKS	XX
DESIGN SPEED	XX
LENGTH OF PROJECT	XX



1	FRONT SHEET
2-3	STANDARD SYMBOLS SHEETS
4	WETLAND IMPACT PLAN

SCALE: 1" = 500'



NHDOT

THE STATE OF
NEW HAMPSHIRE
DEPARTMENT OF
TRANSPORTATION

REQUESTED FOR PROPOSALS:

DESIGN OF PROJECT IMPROVEMENTS
ON ROUTE 103, RICHMOND COUNTY
PROJECT NO. 2016-0001, RICHMOND COUNTY
APPROXIMATE PROJECT LOCATION
RICHMOND COUNTY AND STATE ROUTE 103

DATE:

U.S. DEPARTMENT OF
TRANSPORTATION

FEDERAL HIGHWAY ADMINISTRATION

ADDRESS:

ESTIMATE DESCRIPTION:

1. PROJECT NO. 2016-0001

2. PROJECT NAME

3. PROJECT NO. 10335

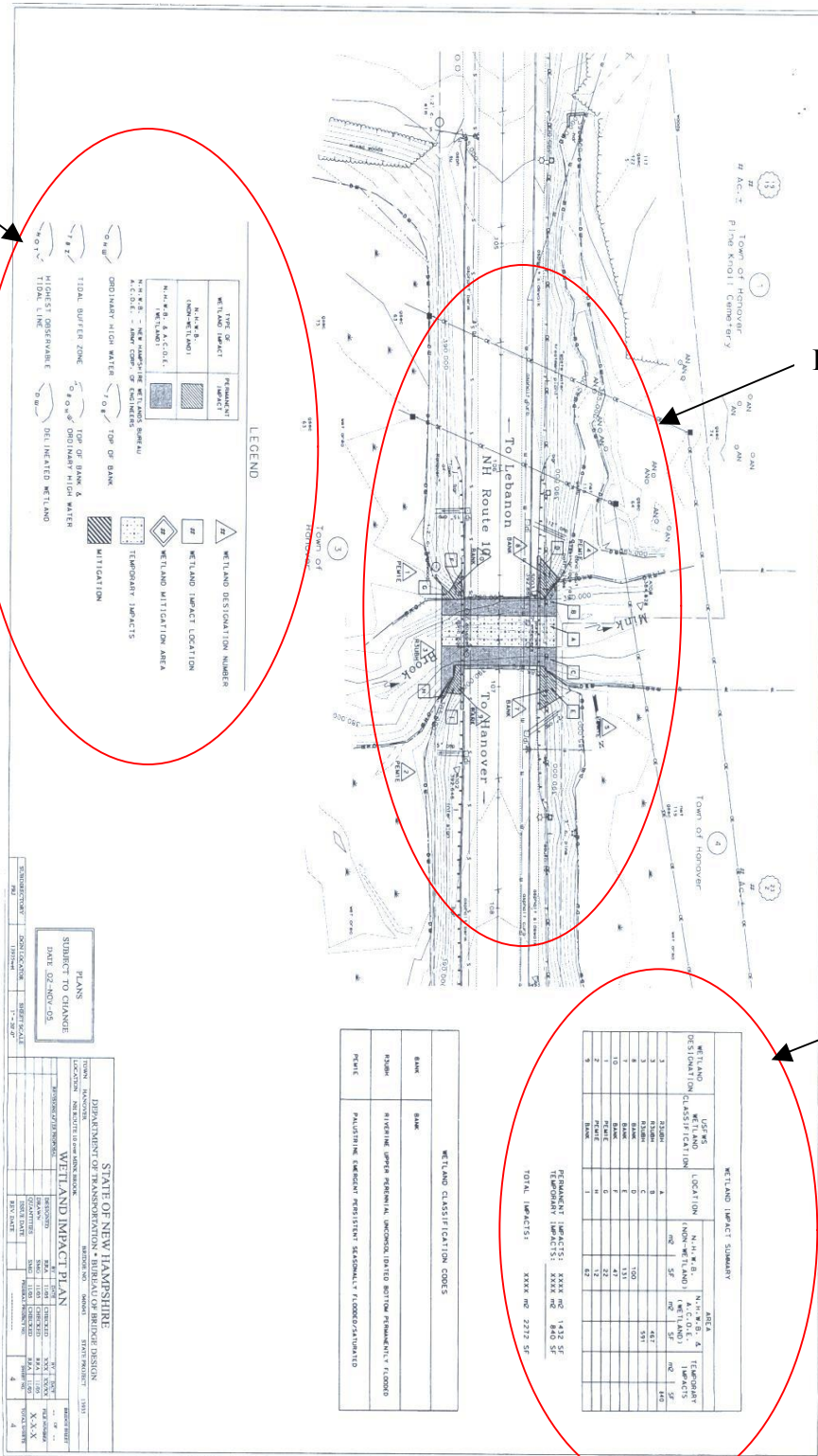
4.

DATE:

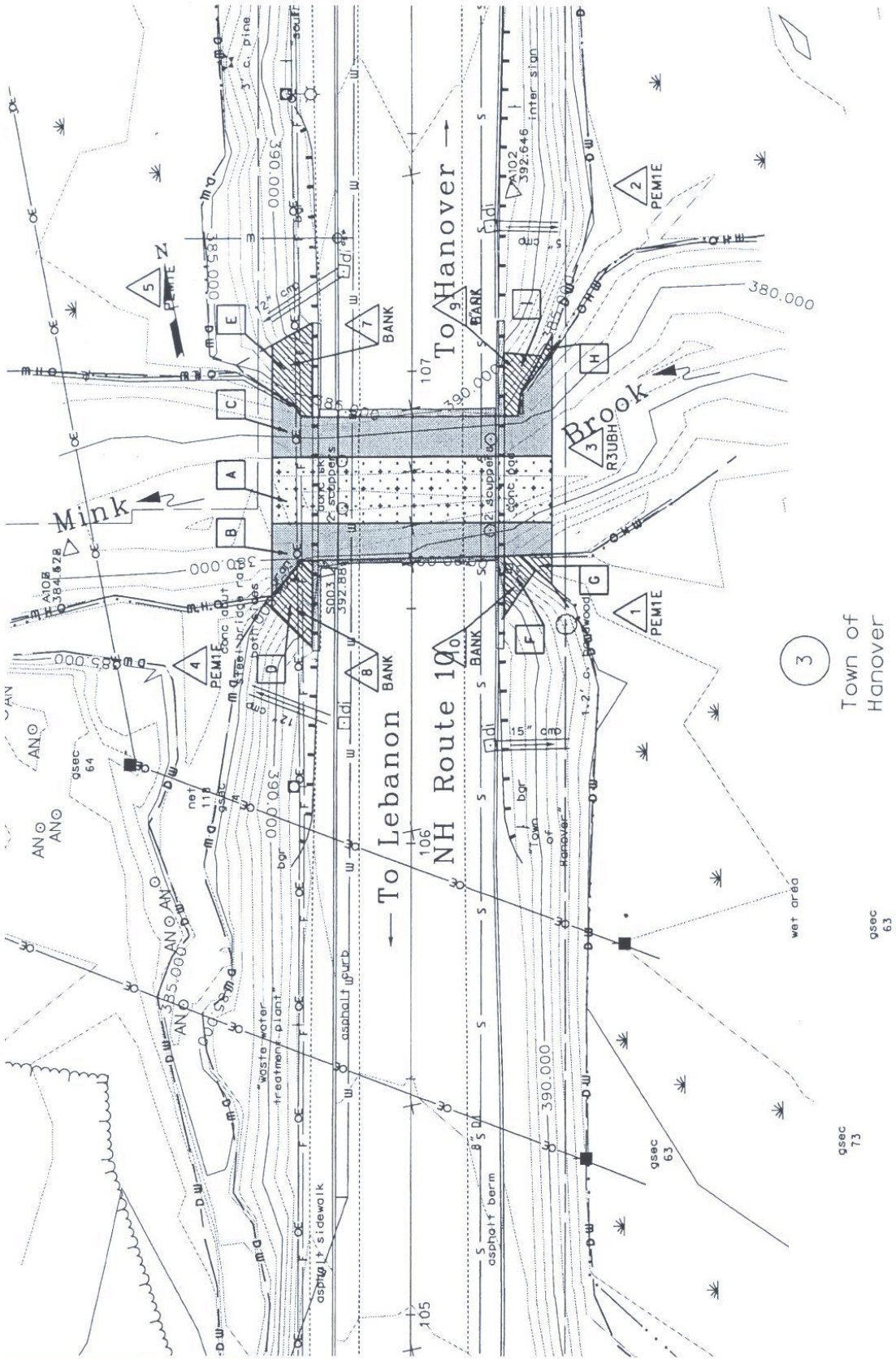
Legend

Plan

Impact Summary



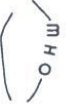

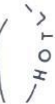





Plan close-up



Legend close-up

LEGEND

TYPE OF WETLAND IMPACT	PERMANENT IMPACT	WETLAND DESIGNATION NUMBER
N.H.W.B. (NON-WETLAND)		#
N.H.W.B. & A.C.O.E. (WETLAND)		#
N.H.W.B. - NEW HAMPSHIRE WETLANDS BUREAU A.C.O.E. - ARMY CORP. OF ENGINEERS		#
ORDINARY HIGH WATER		TEMPORARY IMPACTS
TIDAL BUFFER ZONE		MITIGATION
HIGHEST OBSERVABLE TIDAL LINE		
		
		
		

Wetland Impact Summary close-up

WETLAND IMPACT SUMMARY								
WETLAND DESIGNATION	USFWS WETLAND CLASSIFICATION	LOCATION	AREA					
			N.H.W.B. (NON-WETLAND)		N.H.W.B. & A.C.O.E. (WETLAND)		TEMPORARY IMPACTS	
			m2	SF	m2	SF	m2	SF
3	R3UBH	A						840
3	R3UBH	B				467		
3	R3UBH	C				591		
8	BANK	D		100				
7	BANK	E		131				
10	BANK	F		47				
1	PEM1E	G		22				
2	PEM1E	H		12				
9	BANK	I		62				

PERMANENT IMPACTS: XXXX m2 1432 SF
 TEMPORARY IMPACTS: XXXX m2 840 SF

TOTAL IMPACTS: XXXX m2 2272 SF

Example: Permit Application #2

NH WETLANDS BUREAU PERMIT APPLICATION INTRA-DEPARTMENT PROJECT INFORMATIONAL FORM

APPLICANT'S NAME: NH DEPT OF TRANSPORTATION DATE: March 11, 2005

BUREAU/AGENCY: Highway Maintenance District #4 (Swanzy)
CONTACT PERSON: Charles Willeke
TELEPHONE #: 352-2302
EMAIL ADDRESS: cwilleke@DOT.STATE.NH.US M 411

PROJECT NAME: Fitzwilliam STATE #: 411-2605-2

WORK CLASS CODE: 462 ACCOUNT CODE: 3007

BRIDGE #: Betterment Project O/CLS: 020

COUNTY: Cheshire
LOCATION: Intersection of NH Rte. 119 and Holman Road

PROPOSED ADVERTISING DATE: N/A PROPOSED CONSTRUCTION DATE: 06/05
IS THIS A MAJOR OR MINOR WETLAND IMPACT PROJECT (YES/NO)? Yes. (MINOR)

MITIGATION: N/A

PROJECT DESCRIPTION:

From Highway Maintenance personnel visiting the site, concerns with the above-mentioned project include:

- Existing drainage systems have one or more of the following problems: inadequate cover, significant deterioration, indirect access to primary outlet.
- Roadway shoulders and slopes are inadequate and require reconstruction.

To correct these concerns, we propose:

- Replacing and modifying existing drainage structures to include the replacement of a two-pipe drainage culvert crossing under NH Rte. 119.
- Relocating existing drainage ditch line to enable the construction of paved shoulders and 4 : 1 slopes.
- Eliminating a grass island to streamline the intersection of NH Rte. 119 & Holman Rd.
- Installing guardrail where the construction of 4 : 1 slopes (or flatter) is not feasible.

To avoid siltation of the un-named wetland during replacement of the two-pipe drainage culvert, a coffercell enclosing each end section will be constructed before work begins. If necessary, a temporary equalizer pipe will be installed to enable continuous flow during construction. Any water trapped in the coffercell will be pumped directly into a sediment basin where particulates will be allowed to settle out. The water will then be allowed to leach back into the wetland. Siltation fence and/or hay bales will be used to construct the basin.

IS THE PROJECT LOCATED ALONG OR WITHIN A NH DESIGNATED RIVER (YES/NO)? No
(see NHWB Manual, Appendix R for list of designated rivers)

WILL CONSTRUCTION OCCUR DURING LOW-FLOW PERIODS (JULY 15 - OCT 1)? YES

WILL THIS PROJECT INVOLVE UNCONFINED IN-STREAM CONSTRUCTION WORK? No

c:\documents and settings\27499\desktop\mark's winter assignment\fitzwilliam\fitzwilliam info form.doc

Revised January, 2003

*Recorded
3-16-05
Hick*



DEPARTMENT OF ENVIRONMENTAL SERVICES
WETLANDS BUREAU

29 Hazen Drive PO Box 95
Concord, NH 03302-0095

Phone: (603) 271-2147 Fax: (603) 271-6588
web site: www.des.state.nh.us/wetlands email: wetmail@des.state.nh.us



STANDARD DREDGE AND FILL APPLICATION

Application for filling, dredging, or constructing structures under RSA 482-A and RSA 485-A:17

GENERAL INSTRUCTIONS: Type or print clearly; missing information will delay processing of your application!

1. NAME OF OWNER: State of New Hampshire, Department of Transportation
Last First Middle
MAILING ADDRESS: PO Box 483 Concord NH 03302-0483
Street/Road/Box # Town/City State Zip code
TELEPHONE: (603) 271 - 3226 FAX: (603) 271 - 7199 EMAIL: cwilleke@dot.state.nh.us
2. LOCATION OF PROPOSED CONSTRUCTION:
NH Route 119 Fitzwilliam
Street/road/highway Town/City
TAX MAP #s N/A LOT #s N/A BLOCK#s N/A
3. Obtain Name of Waterbody from U.S. Geological Survey Map. If Waterbody is Unnamed, place an "X" in the appropriate box.
☒ IN, OR ☐ ADJACENT TO: _____ (name of waterbody)
☐ Unnamed tributary to: _____
☐ Unnamed Pond ☒ Unnamed stream ☐ Unnamed wetland ☐ Tidal Buffer Zone
4. Mark appropriate box(es) to indicate landform type(s): ☐ Salt Marsh; ☐ Tidal water; ☐ Sand dune; ☐ Bog;
☐ Freshwater marsh; ☐ Swamp; ☐ Wet meadow; ☐ River; ☒ Perennial stream; ☐ Seasonal stream; ☐ Lake;
☐ Upland (tidal buffer zone only); ☐ Other: _____
5. Provide a description of your proposed project. Betterment project that includes but not limited to : 1. Replacing an existing two-pipe drainage culvert under NH Rte. 119 that has a 5' x 39' stone box and a 5' x 43 CMP with a system comprised of three 42" x 50' HDPE pipes. 2. Eliminate the grass island at the intersection of NH Rte. 119 & Holman Road which will include the removal of a dry basin located in the island, a 12" x 35' corrugated inlet pipe located under Holman Rd. and a 15" x 37' reinforced concrete outlet pipe located under NH Rte 119. 3. Install a 15" x 69 HDPE drainage pipe under Holman Rd. to replace the drainage system previously mentioned. 4. Relocate (setback drainage ditch line running parallel to NH Rte. 119 to enable the construction of a 4' paved shoulder coupled with a 4:1 slope.
6. Explain the need for the proposed project and how it has been designed to minimize impact to areas within the DES Wetlands Bureau's jurisdiction. (use separate sheet if necessary). The two pipe drainage culvert under NH Rte. 119 has significant deterioration throughout both pipes and needs replacing. the drainage system centered in the grass island also has significant deterioration and needs replacing. the removal of the grass island at the intersection of NH Rte. 119 & Holman Rd. would allow the intersection to be streamlined during construction. installing a drainage pipe completely across Holman Rd. would eliminate the need for a carrying pipe under NH Rte. 119. Relocating the ditch line that runs parallel to NH Rte. 119 would allow for the construction of a paved shoulder and would permit the construction of a 4:1 (Safer) slope in that location
7. Desired Starting Date: 06/01/05 Estimated Completion Date: 08/31/05
8. AUTHORIZED AGENT: State of New Hampshire, Department of Transportation
MAILING ADDRESS: 19 Base Hill road Swanzy NH 03446
Street/Road/Box # Town/City State Zip code
TELEPHONE: (603) 352 - 2302 FAX: (603) 352 - 7725 EMAIL: cwilleke@dot.state.nh.us

For Internal Use

Fee received: _____ File # _____
check# amount init date

9. Area, volumetric and/or linear impact of proposed work within NH DES Wetlands Bureau jurisdiction (e.g., lakes, ponds, streams, wetlands, sand dunes, tidal buffer zone, etc.).
- Estimated area of permanent impact within wetlands: 840 sq. ft.
 - Estimated area of permanent impacts within non-wetland bank: 1,932 sq. ft.
 - Estimated area of permanent impacts within the upland portion of the Tidal Buffer Zone: N/A sq. ft.
 - Estimated area of temporary impacts: 985 sq. ft.
 - Estimated total area of all proposed work: 3,757 sq. ft. (in N.H. Wetlands Bureau jurisdiction).
 - Estimated length of permanent impacts to banks: 435 ft.
 - Estimated length of permanent impacts to channel: 190 ft.
 - Estimated volume of impacts in Public Waters 0 cu. yd.
 - Final deposition of dredged material Out of Wetlands Bureau Jurisdiction
 - Is proposed disposal site for dredged material located in wetlands? ☐ yes ☒ no
 - If a channel is to be constructed, or a culvert or a bridge is to be installed, give the distance the flow of water is to be rerouted Approximately 6 ft. ft.
 - If dock or similar structure: length: N/A ft.; width: N/A ft.; total surface area of structures/impact: N/A sq. ft.
 - If waterfront project, indicate total length of shoreline frontage N/A ft.
 - If wall, rip-rap, beach, or similar project, indicate the proposed shoreline impact in: linear feet _____, square feet _____.

10. **FILING FEE:** A check or money order payable to the DES Wetlands Bureau shall accompany the application. The minimum fee is \$100. MINOR and MAJOR IMPACT PROJECTS are charged at the rate of: \$0.10 per square foot of requested impact (if less than 1,000 square feet of impact is proposed, the minimum fee of \$100 applies). All applications for SHORELINE STRUCTURES shall include a base fee of \$100. In addition, MINOR and MAJOR IMPACT SHORELINE PROJECTS shall include fees charged at the rate of: \$0.10 per square foot for requested dredge or fill impacts; \$0.50 per square foot for requested seasonal docking structure; and \$1.00 per square foot for requested permanent docking structure. **All fees are based on the originally requested impacts, not the final approved impact.**

APPLICANT SIGNATURE. SIGNATURE BELOW CERTIFIES THAT:

- All abutters have been identified in accordance with the definition given in the general instructions sheet;
- The applicant has notified all abutters by CERTIFIED MAIL;
- The applicant has read, and provided, the REQUIRED INFORMATION outlined in rule Wt 302.04 and listed on the "Checklist for Preparing a Standard Dredge & Fill Application";
- The applicant has read and understands Rule Wt 302.03 and has chosen the least impacting alternative;
- The applicant has submitted a copy of the application materials to the NH State Historic Preservation Officer;
- The applicant authorizes the local Conservation Commission, if any, to inspect the site in order to provide comment to the department, pursuant to RSA 482-A:11.
- The applicant has reviewed the information to be submitted and that the information is, to his/her knowledge, true and accurate;
- The applicant understands that the willful submission of falsified or misrepresentative information to the New Hampshire Department of Environmental Services is a criminal act punishable by law.


signature of owner

Charles R. Willeke
print owner name

March 21, 2005
date


signature of authorized agent (if applicable)

Charles R. Willeke
print agent name

March 21, 2005
date

TOWN CLERK SIGNATURE. I hereby certify that the applicant has filed five applications, five sets of supporting materials with the town/city of: N/A as required by Chapter 482-A:3, and I have received and retained certified postal receipts (or copies) for all abutters identified by the applicant.

N/A
signature of town/city clerk

date

New Hampshire Department of Transportation
Bureau of Highway Maintenance (District #4), Project # 411-2005-2
Fitzwilliam, NH Rte. 119 Intersecting Holman Road
Betterment Project

Construction Sequence

1. Install erosion control measures.
2. Construct new drainage ditch line and transfer the flow of water.
3. During normal to low flow, place sandbags and silt fence to create coffercells at each end of the existing culvert and establish the isolated work area(s).
4. Establish water diversion measures. If necessary, install temporary equalizer pipe to maintain flow outside coffercells.
5. Construct sediment basin(s) with hay bales and siltation fence and dewater.
6. Remove existing drainage culverts.
7. Remove any unsuitable material and replace with suitable fill.
8. Compact and grade.
9. Install new culverts and headwalls.
10. Backfill.
11. Remove coffercells and return flow.
12. Remove the grass island and related drainage at the intersection of NH Rte. 119 & Holman Road. Streamline the intersection and install new culvert under Holman Road.
13. Remove existing ditch line and construct new shoulders and slopes. Place loam, seed and hay mulch on newly constructed slopes and exposed areas.
14. Pave and stripe.
15. Maintain erosion control measures until area is stabilized.

Note: Guardrail is to be installed as part of the betterment project but will not impact surrounding wetlands.

**New Hampshire Department of Transportation
Bureau of Highway Maintenance (District 4)
Betterment Project, #411-2005-2**

1. **The need for the proposed impact;** The existing drainage systems have one or more of the following problems: inadequate cover, significant deterioration, and indirect access to primary outlet. Roadway shoulders and slopes are inadequate and require reconstruction.
2. **The alternative proposed by the applicant is the one with the least impact to wetlands or surface waters on site;** This design utilizes a coffercell to separate the work area from the clean water. All water trapped in the coffercell will be pumped into a sediment basin where particulates will be allowed to settle out. The water will then be allowed to leach back into the wetland.
3. **The type/classification of the wetlands involved;** PEM1E, R2UB3H, Bank
4. **The relationship of the proposed wetlands to be impacted relative to nearby wetlands and surface waters;** Negligible
5. **The rarity of the wetland, surface water, sand dunes, or tidal buffer zone area;**
Fitzwilliam is not a town included on the list of designated prime wetlands.
6. **The surface area of the wetlands that will be impacted;**
1,923 s.f. banks
840 s.f. wetland
985 s.f. temporary
7. **The impact on plants, fish, and wildlife including:**
 - a. Rare, special concern species;
 - b. State and federally listed threatened and endangered species;
 - c. Species at the extremities of their ranges;
 - d. Migratory fish and wildlife; and
 - e. Exemplary natural communities identified by the New Hampshire Natural Heritage Inventory (NHI)- Department of Resources and Economic Development.

Regarding items a-d: A copy of the Dredge and Fill Application was sent to US Fish and Wildlife Service, NH Fish and Game, and EPA on March 22, 2005. To date the NHDOT Bureau of Environment has not received a response from any party that there is concern with this project. If and when the NHDOT receives comments from these agencies we will forward these comments immediately to the NHDES for inclusion in the permit application.

Regarding item e: The NHDES currently addresses this item.

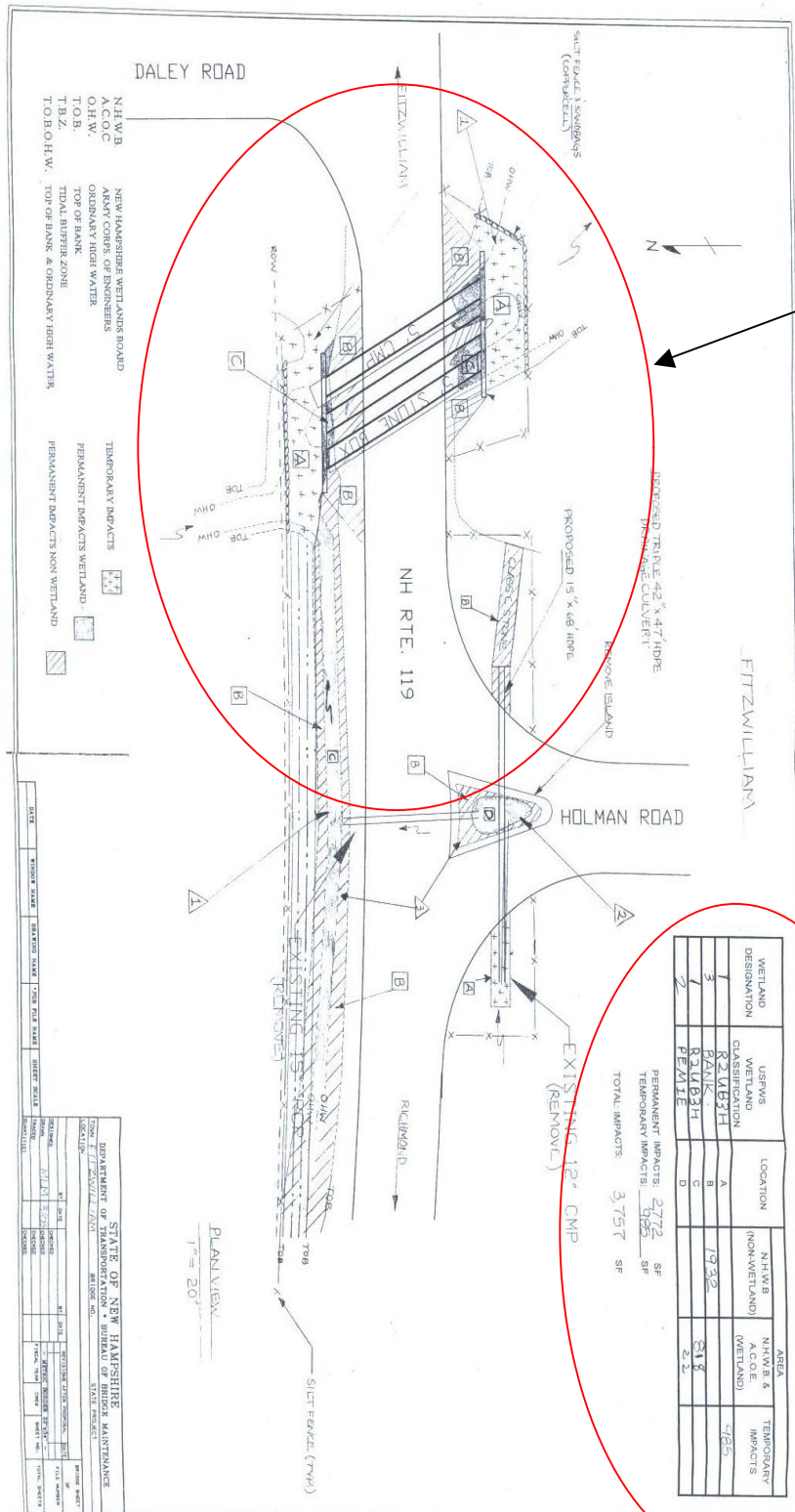
8. **The impact of the proposed project on public commerce, navigation and recreation;**
None
9. **The extent to which a project interferes with the aesthetic interests of the general public. For example, where an applicant proposes the construction of a retaining wall on the bank of a lake the applicant would be required to indicate the type of material to be utilized and the effect of the construction of the wall on the view of other users of the lake;** N/A

**New Hampshire Department of Transportation
Bureau of Highway Maintenance (District 4)
Betterment Project, #411-2005-2**

10. **The extent to which a project interferes with or obstructs public rights of passage or access.** For example, where the applicant proposes to construct a dock in a narrow channel the applicant would be required to document the extent to which the dock would block or interfere with the passage through this area; N/A
11. **The impact upon abutting owners pursuant to RSA 482-A, II.** For example, if an applicant is proposing the rip-rapping of a stream the applicant would be required to document the effect of such work on upstream and downstream abutting properties; No impact.
12. **The benefit of a project to the health, safety, and well being of the general public;** Safer roadway, updated drainage and guardrail.
13. **The impact of a proposed project on quantity or quality of surface and ground water.** For example, where an applicant proposes to fill wetlands he/she would be required to document the impact of the proposed fill on the amount of drainage entering the site versus the amount of drainage exiting the site and the difference in the quality of water entering and exiting the site; The primary channel will be altered to enable the construction of a triple pipe drainage culvert. The new culvert will be approx. 10 ft. longer than the existing culvert to gain additional roadway shoulder width. Structural fill and engineered select materials will be needed to accomplish this. The width of the channel will remain the same; therefore, the water flowing through the channel will neither be hindered nor is it anticipated that the flow will be greater than what current conditions allow. The proposed drainage ditch line running parallel to NH Rte. 119 will be completely constructed before the existing ditch line is removed. Water will be allowed to flow during all phases of construction.
14. **The potential of a proposed project to cause or increase flooding, erosion, or sedimentation;** Normal erosion and sedimentation control measures will be implemented before construction begins and will be maintained both during construction and after construction until area is deemed stabilized.
15. **The extent to which a project that located in surface waters reflects or redirects current or wave energy which might cause damage or hazards;** The project will be done during periods of low flow.
16. **The cumulative impact that would result if all parties owning or abutting a portion of the affected wetland or wetland complex were also permitted alterations to the wetland proportional to the extent of their property rights.** For example, an applicant who owned only a portion of a wetland would document his percentage of ownership of that wetland and the percentage of that ownership that would be impacted; N/A
17. **The impact of the proposed project on the values and functions of the total wetland or wetland complex;** The project has minor impacts, which should not substantially alter the total fitness of the surrounding wetlands.

**New Hampshire Department of Transportation
Bureau of Highway Maintenance (District 4)
Betterment Project, #411-2005-2**

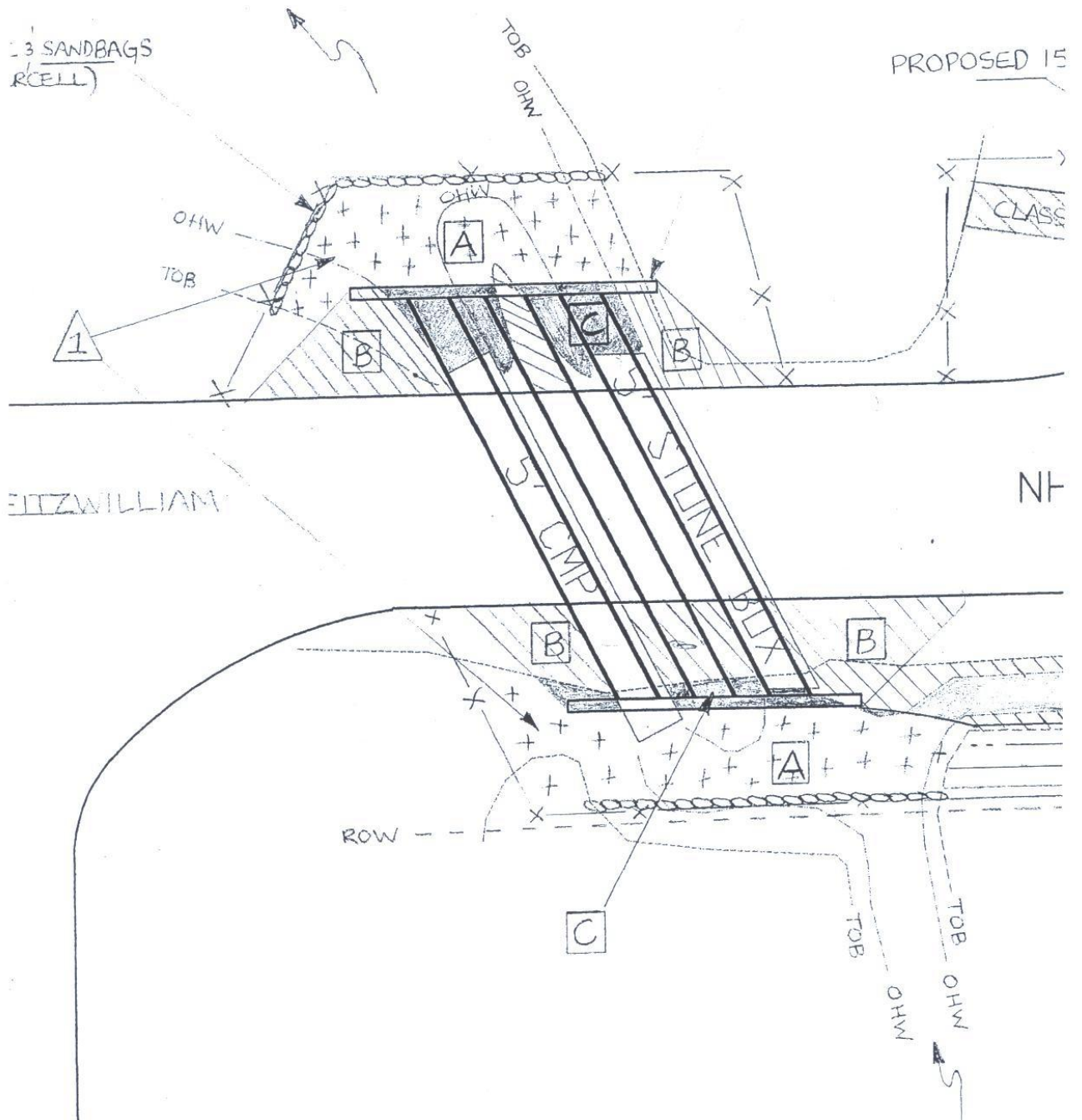
- 18. The impact upon the value of the sites included in the latest published edition of the National Register of Natural Landmarks, or sites eligible for such publication;**
A copy of the Dredge and Fill Application was sent to the NH Division of Historical Resources on March 22, 2005. If or when we receive comments from NHDHR we will forward these immediately to NHDES for inclusion in the permit application.
- 19. The impact upon the value of areas named in acts of congress or presidential proclamations as national rivers, national wilderness areas, national lakeshores, and such areas as may be established under federal, state, or municipal laws for similar and related purposes such as estuarine and marine sanctuaries; N/A**
- 20. The degree to which a project redirects water from one watershed to another. N/A**



Plan

Impact Summary

Plan close-up



Wetland Impact Summary close-up

USFWS WETLAND CLASSIFICATION	LOCATION	AREA		
		N.H.W.B (NON-WETLAND)	N.H.W.B. & A.C.O.E. (WETLAND)	TEMPORARY IMPACTS
R2UB3H	A			985
BANK	B	1932		
R2UB3H	C		818	
PEM1E	D		22	

PERMANENT IMPACTS: 2,772 SF

TEMPORARY IMPACTS: 985 SF

TOTAL IMPACTS: 3,757 SF



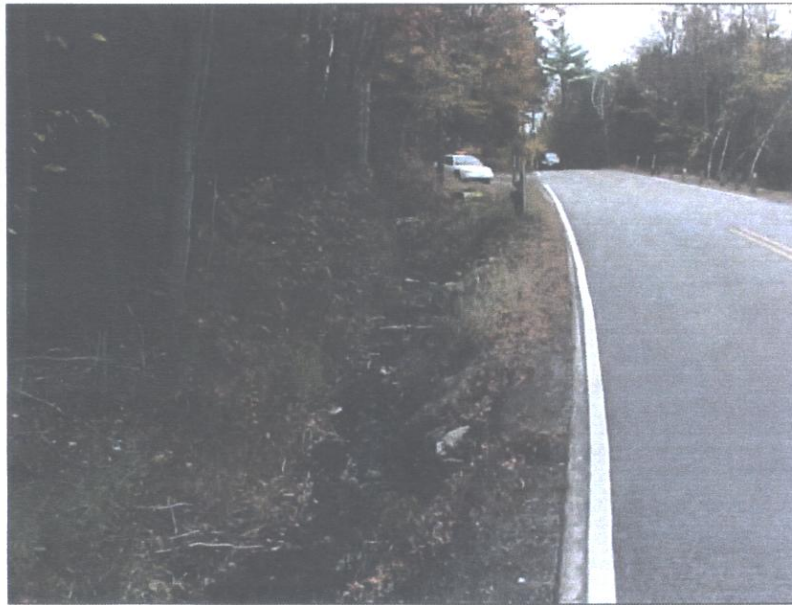
NH 119 Fitzwilliam Looking Westbound toward Holman Road



NH 119 Fitzwilliam Looking Eastbound toward Fitzwilliam



NH 119 Fitzwilliam Looking Eastbound at Northside ditchline drainage



NH 119 Fitzwilliam Proposed shoulder work and setting back of ditchline Oct 2004



Holman Road Fitzwilliam Looking Northbound

Change Y to T intersection



Holman Road Center Island Drainage

Oct 2004



View of Stone Box Inlet (looking south)

Fitzwilliam NH 119



View of Stone Box Outlet



View of Stone Box Outlet (looking north)

Fitzwilliam NH 119



View of Corrugated Metal Pipe Outlet

Chapter 3—Application Distribution

Distribution of the Permit Application

Once it has been determined that an application package is complete, copies of the package need to be made and cover letters need to be printed. The permit classification, applicant, and other special considerations determine the number of copies that are required (see Table 2). Unless otherwise specified in Table 2, copies should be made in black and white. Permit application amendments are mailed to the same entities as the original application. Amendments to permits that have already been issued are discussed in Section II.

Cover letters are written for the town clerk and NHWB. Sample letters can be found on the BOE S:\ drive (s:\wetlands\App & Permit letters Oct 2005), along with the list of mailing addresses for NH town clerks. Letters for each project should be saved in the project's folder on the S:\ drive (s:\projects\owner\project#\wetlands). The project and wetlands folders may need to be created at this time. Examples of typical town and NHWB letters follow Table 2. The NHWB letter is inter-department communication and, therefore, is printed on yellow paper. The town letter is printed on NHDOT letterhead and is sent via certified mail.

Table 2: Required Copies of Application Package

		Applicant			
Permit Type	Entity	Turnpikes	District	Bridge Maint.	Design
MINIMUM	NHWB	Original	Original	Original	Original
	BOE	1 (color)	1 (color)	1 (color)	1 (color)
	Town(s)	4 per town	4 per town	4 per town	4 per town
	Construction	-	-	-	1
	Env. Coordinator-BOE	-	-	-	1
	River Advisory Comm**	1	1	1	1
	Natl Marine Fisheries***	1	1	1	1
MINOR	NHWB	Original	Original	Original	Original
& MAJOR	BOE	1 (color)	1 (color)	1 (color)	1 (color)
	Town(s)	4 per town	4 per town	4 per town	4 per town
	Construction	-	-	-	1
	Env. Coordinator -BOE	-	-	-	1
	NH Fish & Game	1	1	1	1
	NH Dept Historical Res	1	1	1	-
	US Fish & Wildlife	1	1	1	-
	EPA	1	1	1	-
	ACOE	1	1	1	1
	River Advisory Comm**	1	1	1	1
	Natl Marine Fisheries***	1	1	1	1

**The local river advisory committee gets one copy of the application package if the project is within a ¼ mile of a designated river (see Section 3).

***The National Marine Fisheries gets one copy of the application package if the project is located in Essential Fish Habitat (see Section 3).

Cover Letters
Example: NHWB Cover Letter

STATE OF NEW HAMPSHIRE
INTER-DEPARTMENT COMMUNICATION

FROM: Dennis J. Danna Chief, Technical Services Section	DATE: November 15, 2005
SUBJECT Dredge & Fill Application Hanover, 13935	AT (OFFICE): Department of Transportation Bureau of Environment
TO Gino Infascelli, Public Works Permitting Officer New Hampshire Wetlands Bureau 29 Hazen Drive, P.O. Box 95 Concord, NH 03302-0095	

Forwarded herewith is the application package prepared by NH DOT Bureau of Bridge Design for the subject Minor Impact project. This project is classified as minor due to the total linear feet of impacts to both wetlands and banks. The project consists of replacing the existing bridge with a structure of similar dimensions along NH Route 10 in the town of Hanover, NH. The need for this replacement is indicated by multiple deficiencies throughout the length of the bridge. A copy of the environmental document will be sent to the Wetlands Bureau as soon as it becomes available.

The lead people to contact for this project are Robert Aubrey, Bridge Design, (271-2731 or raubrey@dot.state.nh.us) or Jon Evans, Environmental Manager, Bureau of Environment (271-4048 or jevans@dot.state.nh.us).

Enclosed is a copy of a payment voucher for this application.

If and when this application meets with the approval of the Bureau, please send the permit directly to Dennis Danna, Chief of Technical Services, Bureau of Environment.

DJD: jae

Enclosures

cc:
NH DOT Bureau of Construction
NH DOT Bureau of Environment – Craig Drouin
NH Fish and Game
US Army Corp of Engineers
EFH/NMFS (NOAA Fisheries Service)

S:\PROJECTS\DESIGN\13935\Wetlands\WETAPP - Bridge Design.doc

Example: Town Clerk Cover Letter



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CAROL A. MURRAY, P.E.
Commissioner

JEFF BRILLHART, P.E.
Assistant Commissioner

November 15, 2005

VIA CERTIFIED MAIL

Julia N. Griffin
Town Clerk Of Hanover
Po Box 483
Hanover, NH 03755

Dear Julia Griffin:

Re: Dredge and Fill Application
Hanover, 13935

As required by Chapter 482-A: 3, New Hampshire Revised Statutes Annotated, enclosed are four copies of the referenced Dredge and Fill Application, project location map and detailed plans, which have been submitted today to the NH Wetlands Bureau. The application copies are provided for your use in complying with the requirement that Town and City Clerks distribute one copy, each, as appropriate to the Conservation Commission, Planning Board and Board of Selectmen (and Mayor or City Manager). The fourth set should be retained by your office and made reasonably accessible to the public. Inasmuch as applications for public projects by agencies of the state are filed directly with the Bureau, and additional, separate notification of abutters is not required, no further action is required on your part with respect to mailing or retention of postal receipts relative to this application.

Very truly yours,

Dennis J. Danna, Chief
Technical Services Section
Bureau of Environment
Room 160-Tel. 271-3226

DJD: jae
Enclosures
c.c. NH Wetlands Bureau

s:\projects\design\13935\wetlands\hanover tw_n_clk.doc

JOHN O. MORTON BUILDING - 7 HAZEN DRIVE - P.O. BOX 483 - CONCORD, N.H. 03302-0483
TELEPHONE: 603-271-3734 - FAX: 603-271-3914 - TDD ACCESS: RELAY NH 1-800-735-2964 - WWW.NHDOT.COM

Chapter 4—Database

Every wetland permit application is recorded in the BOE's "WET_PERM" database (see Fig. 1), which can be found at s:\projects\0_index. When the application is received, the office manager enters the project's state number (STATE_NO) and the date of receipt (AP_REC). The application is then given to the Chief of the Technical Services Section for assignment. Once assigned, the BOE staff person must enter the following information into the database:

- 1) To find the project in the database, enter the state number in the top left yellow box and hit enter, or scroll through the pull-down list to find the correct project number. District projects that have a state number beginning with the letter "M" are entered into the database with the current year first ("2006M____").
- 2) CLASS: minimum, minor, major, or expedited
- 3) TYPE: This will usually be "SPGP". Other options include emergency, individual, amendment (AMEND1 through AMEND10), permit by notification, and routine roadway maintenance.
- 4) OWNER: The application's owner (District 1 – 6, Highway Design, Bridge Maintenance, etc)
- 5) TARGET DATE: Enter a date one month prior to the target date on the application.
- 6) IMPACTS:

ACOE IMPACT AREA: permanent wetland impacts

NHWB IMPACT AREA: permanent bank impacts (or other non-wetland jurisdictional areas, such as sand dunes and tidal buffer zone)

TEMPORARY IMPACT AREA: temporary impacts to wetlands and banks

Enter 0 when there are no impacts in a certain category. Linear impacts are not entered into the database.

- 7) QUICK MATH: The "Quick Math" button should be clicked to calculate IMPACTED AREA (the total area of all impacts) and PERMIT COST (the filing fee). The calculated area of all impacts should match the area given on the wetland application.

Once this information is entered into the database, a post-it note should be attached to the NHWB cover letter with the permit class, total impact area, and filing fee.

Application amendments should be entered into a second form in the project's record. To create this second form, first open the project's record by finding its state number and hitting enter. Then click on the hand pointing to the right. This will open a blank form in the record.

Microsoft Access - [tbl-ProjectNames&Numbers]

File Edit View Insert Format Records Tools Window Help

State Number: 13935 ProjectName: Hanover
FederalNumber:
Record: 1 of 1

New Project Priority List
Find Info Close Form

Permit Info

OPTIONS

STATE_NO: 13935 TARGET DATE: 3/1/2006
CLASS: MINOR ARCHIVED: No
TYPE: SPGP
OWNER: BRIDGE DESIGN
PERMIT_NO: 2005-02772 Request for Info:
AP_REC: 11/ 7/2005 Request Filled:
AP_SENT: 11/17/2005
ISSUED: 2/ 1/2006 Quick Math
PR_REC: 2/ 1/2006
PR_SENT: 2/ 2/2006
CRDRET: 11/21/2005
COMF BY ACOE: / /

Key for Filling out Form

Receive Application
Send Application
Receive Permit
Send Permit
Receive ACOE Confirmation
Receive Return Receipt from Town

ACOE IMPACT AREA: 1,058
NHWB IMPACT AREA: 374
TEMPORARY IMPACT AREA: 840
IMPACTED AREA (SQ FT): 2,272
PERMIT COST (\$): \$227.20

Record: 1 of 2963

Form View

Fig.1 Wetland Permits (Wet_Perm) Database

Chapter 5—Final Steps

Cover letters should be clipped to the appropriate number of copies. The entire package is then given to the Chief of the Technical Services Section, who will sign the letters and give the package to the Office Manager for mailing.

The Office Manager is responsible for including a payment voucher for the filing fee with each application. This cost is calculated by the database as discussed in Chapter 4. The current fee schedule can be reviewed at the DES website:

http://www.des.state.nh.us/wetlands/July03_newFees.htm.

When the NHWB receives the application, it will be reviewed for completeness. If the application package is complete, a “Notice of Administrative Completeness” is sent to the BOE via email within 14 days of receipt by the NHWB. The application is then sent to the Public Works Permitting Officer within the NHWB.

Occasionally, after the Permitting Officer reviews an application, a request for more information will be sent to the BOE. This request must be made within 75 days of the issuance of the notice of administrative completeness for projects with less than one acre of impacts or within 105 days for all other projects. This request should be answered by the BOE as soon as possible, although responses are allowed up to 120 days following the request for more information. (RSA 482-A:3). The date that the request for information is received and the date the request is filled must be entered into the WET_PERM database.

According to RSA 482-A:3, the NHWB must approve or deny the application within 30 days of receiving what was requested in the request for more information. If no request for more information is issued, then the NHWB must approve or deny the application within 75 days of the issuance of the notice of administrative completeness if impacts are less than one acre, or within 105 days if impacts are greater than one acre.

Section II—The Permit

Chapter 1—Permit Details

Under the State Programmatic General Permit, projects must go through different ACOE approval procedures depending on the permit classification:

Major projects must have written authorization from the ACOE before any work in wetlands can begin. The ACOE has 30 days from the date of NHWB permit issuance to send written authorization. Upon receiving the NHWB permit for a major project, the BOE generally faxes the project's plans and NHWB permit to the ACOE with a cover letter asking for written confirmation of SPGP.

Minor projects may proceed after 30 days from the date of NHWB permit issuance, without written authorization from the ACOE. If the project needs to begin prior to the end of this 30-day waiting period, the BOE can contact the ACOE via phone or email to ask for confirmation of SPGP.

Minimum projects may proceed as soon as the NHWB permit is issued.

Every NHWB permit is issued with a list of project-specific and general conditions. These should be reviewed prior to distributing the permit so that the permit owner can be made aware of any unusual conditions.

The duration of the NHWB wetlands permit is five years from the date of issuance. No time extensions are allowed unless an ACOE Individual Permit has been issued for the project, in which case the duration of the NHWB permit can be extended to ten years.

Chapter 2—Permit Distribution

When the BOE receives a wetlands permit for a Bureau within the J. O. Morton Building, the permit should be taken to the appropriate person to sign. The BOE then completes the Permit Distribution Checklist (s:\wetlands\App & Permit letters Oct 2005\Permit Distribution) and this checklist is sent to the applicant with two copies of the signed permit. One copy is also sent to the Bureau of Construction and one copy is given to the Environmental Coordinator in the BOE. The original permit is filed in the BOE Wetlands File.

When a permit for a District project is received, the checklist is completed and sent to the District with two copies of the unsigned permit. The original permit is filed in the BOE Wetlands File and the District returns one signed copy for the file.

Examples of a Permit Distribution Checklist and NHWB wetlands permit follow this section.

When a permit is received, the database is updated by the BOE Office Manager, who records the date the permit was issued by the NHWB (ISSUED), the date the permit was received by the BOE (PR_REC), and the date the permit was sent to the applicant (PR_SENT).

Example: Permit Distribution Checklist

STATE OF NEW HAMPSHIRE INTRA-DEPARTMENT COMMUNICATION

FROM Christine Perron
Environmental Manager

DATE June 27, 2006
AT (OFFICE) Bureau of Environment

SUBJECT Wetland Bureau Permit # 2005-02772
Hanover, 13935

TO Mark Richardson, Bureau of Bridge Design (271-2731)

Forwarded herewith, for your files and further use as appropriate, are two copies of the subject permit as approved by the Wetlands Bureau and the Water Division on January 26, 2006.

Please note specific conditions on permit.

TERRAIN ALTERATION

Note that the non-site specific permit (RSA 485-A: 17 "Terrain Alteration") is part of this Wetlands Bureau Permit.

WATER QUALITY CERTIFICATION

- ☒ This permit covers the project's consideration for Water Quality protection and no further action is required by this office.
- ☐ This permit does not cover the Water Quality protection for this project. However, a Water Quality Permit will be obtained for this project.

CORPS PERMIT STATUS

- ☐ No Corps Jurisdiction
- ☐ SPGP (Minimum Impact) - No waiting period; no Corps approval required
- ☒ SPGP (Minor Impact)-Wait 30 days from NHWB issuance date; no written approval from Corps required
- ☐ SPGP (Major Impact)-Wait 30 days from NHWB issuance date; written approval from Corps required
- ☐ Emergency - No waiting period; No written approval from Corps required
- ☐ Amendment - No waiting period; No written approval from Corps required
- ☐ Corps Individual Permit Required

COASTAL ZONE MANAGEMENT (CZM) STATUS

- ☒ Outside of Coastal Zone-consistency finding not necessary from OSP
- ☐ Within Coastal Zone (Non-Federal Action)-consistency finding not necessary from OSP
- ☐ Within Coastal Zone (Federal Action)-if covered by SPGP, or no Corps' jurisdiction, consistency finding is automatic from OSP
- ☐ Within Coastal Zone (Federal Action)-if individual Corps permit, written consistency finding is necessary from OSP

EROSION CONTROL PLAN STATUS

- ☒ Erosion Control Plan Required; Submit Erosion Control Plan to DES Wetlands Bureau (see Condition #2)

If you have any questions, please call 271-3717.

CJP:cjp
Encl.

cc: Bureau of Construction
Bureau of Environment – Craig Drouin

S:\PROJECTS\DESIGN\13935\Wetlands\Permit Distribution.doc

Example: NHWB Wetlands Permit



The State of New Hampshire
Department of Environmental Services

Michael P. Nolin
Commissioner



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WETLANDS AND NON-SITE SPECIFIC PERMIT 2005-02772

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Permittee: NH Dept of Transportation, PO Box 483, Concord, NH 03301
Project Location: NH Rte 10, Hanover
Hanover Tax Map/Lot No.
Waterbody: Mink Brook

**NOTE --
CONDITIONS**

Page 1 of 2

APPROVAL DATE: 01/26/2006

EXPIRATION DATE: 01/26/2011

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Based upon review of the above referenced application, in accordance with RSA 482-A and RSA 485-A:17, a Wetlands Permit and Non-Site Specific Permit was issued. This permit shall not be considered valid unless signed as specified below.

PERMIT DESCRIPTION: Replace 44 ft. wide bridge with the same width and same span or longer and relocate utility poles impacting 2,501 sq. ft. of stream, banks and emergent wetland (976 sq. ft. temporary). NHDOT project #13935.

THIS APPROVAL IS SUBJECT TO THE FOLLOWING PROJECT SPECIFIC CONDITIONS:

1. All work shall be in accordance with plans by NHDOT Bureau of Bridge Design dated 03-JAN-06, as received by the Department on January 9, 2006.
2. This permit is contingent upon the submission of a project specific stream diversion and erosion control plans to the Hanover Conservation Commission for review and comment and to the DES Wetlands Bureau for review and approval. Those plans shall detail the timing and method of stream flow diversion during construction, and shall show the temporary siltation, erosion and turbidity control measures to be implemented.
3. Dredged material shall be placed out of the DES Wetlands Bureau jurisdiction.
4. Unconfined work within the river, exclusive of work associated with installation of a cofferdam, shall be done during periods of low flow.
5. Cofferdams shall not be installed during periods of high flow, whether due to seasonal runoff or precipitation. Once a cofferdam is fully effective, confined work can proceed without restriction.
6. Prior to commencing work on a substructure located within surface waters, a cofferdam shall be constructed to isolate the substructure work area from the surface waters.
7. Temporary cofferdams shall be entirely removed immediately following construction.
8. Construction equipment shall not be located within surface waters.
9. Discharge from dewatering of work areas shall be to sediment basins that are: a) located in uplands; b) lined with hay bales or other acceptable sediment trapping liners; and c) set back as far as possible from wetlands and surface waters, in all cases with a minimum of 20 feet of undisturbed vegetated buffer.
10. Appropriate turbidity controls shall be installed prior to construction, shall be maintained during construction such that no turbidity escapes the immediate dredge area, and shall remain until suspended particles have settled and the water at the work site has returned to normal clarity.
11. Within three days of final grading in an area that is in or adjacent to wetlands or surface waters, all exposed soil areas shall be stabilized by seeding and mulching during the growing season, or if not within the growing season, by mulching with tack or netting and pinning on slopes steeper than 3:1.
12. Where construction activities have been temporarily suspended within the growing season, all exposed soil areas shall be stabilized within 14 days by seeding and mulching.
13. Where construction activities have been temporarily suspended outside the growing season, all exposed areas shall be stabilized within 14 days by mulching and tack. Matting and pinning shall stabilize slopes steeper than 3:1.

P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095

Telephone: (603) 271-2147 • Fax: (603) 271-6588 • TDD Access: Relay NH 1-800-735-2964

DES Web site: www.des.nh.gov

14. The contractor responsible for completion of the work shall utilize techniques described in the DES Best Management Practices for Urban Stormwater Runoff Manual (January, 1996) and the Stormwater Management and Erosion and Sediment Control Handbook for Urban and Developing Areas in New Hampshire (August, 1992).
 15. Extreme precautions to be taken within riparian areas to limit unnecessary removal of vegetation during road construction and areas cleared of vegetation to be revegetated as quickly as possible.
 16. There shall be no further alteration to wetlands or surface waters without amendment of this permit.
 17. Standard precautions shall be taken to prevent import or transport of soil or seed stock from nuisance, invading species such as purple loosestrife or Phragmites.
 18. The impacts associated with the temporary work shall be restored immediately following construction.
 19. Matting, fabric and other preventative measures shall be incorporated into the Erosion Control Plan to assure any excess material will be removed and the temporary impact areas are restored wherever utilities are relocated.
 20. Any work beyond the ROW shall be approved by the owners prior to construction.
- GENERAL CONDITIONS WHICH APPLY TO ALL DES WETLANDS PERMITS:**
1. A copy of this permit shall be posted on site during construction in a prominent location visible to inspecting personnel;
 2. This permit does not convey a property right, nor authorize any injury to property of others, nor invasion of rights of others;
 3. The Wetlands Bureau shall be notified upon completion of work;
 4. This permit does not relieve the applicant from the obligation to obtain other local, state or federal permits that may be required (see attached form for status of federal wetlands permit);
 5. Transfer of this permit to a new owner shall require notification to and approval by the Department;
 6. This permit shall not be extended beyond the current expiration date.
 7. This project has been screened for potential impacts to **known** occurrences of rare species and exemplary natural communities in the immediate area. Since many areas have never been surveyed, or have received only cursory inventories, unidentified sensitive species or communities may be present. This permit does not absolve the permittee from due diligence in regard to state, local or federal laws regarding such communities or species.
 8. The permittee shall coordinate with the NH Division of Historic Resources to assess and mitigate the project's effect on historic resources.

APPROVED: 
DES Wetlands Bureau

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BY SIGNING BELOW I HEREBY CERTIFY THAT I HAVE FULLY READ THIS PERMIT AND
AGREE TO ABIDE BY ALL PERMIT CONDITIONS.


OWNER'S SIGNATURE (required)

CONTRACTOR'S SIGNATURE (required)

Chapter 3—Permit Amendments

If impacts to wetlands are expected to increase and a permit has already been issued for the project, then a permit amendment must be requested. This request can be made in a letter to the NHWB and does not require the submittal of a new application form. The amendment request should describe all changes to the project's design, as well as the total increase in proposed impacts. A revised plan should be included with the letter. Amendment requests are processed by the BOE.

Requests for permit amendments should be mailed to the same entities as the original application. However, instead of sending four copies to the town clerk, one copy should be sent directly to the town's conservation commission (certified mail not required).

Section III—Special Considerations for Classifying Permits

Chapter 1—Designated Rivers

According to the website of the NH Department of Environmental Services, a Designated River is a river that is “managed and protected for its outstanding natural and cultural resources in accordance with RSA 483 – The Rivers Management & Protection Act”. New Hampshire has fourteen Designated Rivers (list and map are below).

When a project is located within 0.25 miles of a Designated River, a copy of the wetland permit application package is sent to the local river advisory committee. Updated contact information for these committees can be found at: <http://www.des.state.nh.us/rivers/lac.asp?theLink=cc>. Mailing addresses are on file at the BOE.

Designated Rivers—Start/End Points and Affected Municipalities:

Ashuelot River

From the dam at Butterfield Pond in Washington to the confluence with the Connecticut River in Hinsdale. Municipalities: Washington, Lempster, Marlow, Gilsum, Sullivan, Surry, Keene, Swanzey, Winchester, and Hinsdale.

Cold River

From the outlet of Crescent Lake Dam in Acworth to its confluence with the Connecticut River in Walpole. Municipalities: Acworth, Lempster, Langdon, Alstead, and Walpole.

Connecticut River

From the outlet of Fourth Connecticut Lake to the New Hampshire/Massachusetts state line. Municipalities: Pittsburg, Clarksville, Stewartstown, Colebrook, Columbia, Stratford, Northumberland, Lancaster, Dalton, Littleton, Monroe, Bath, Haverhill, Piermont, Orford, Lyme, Hanover, Lebanon, Plainfield, Cornish, Claremont, Charlestown, Walpole, Westmoreland, Chesterfield, and Hinsdale.

Contoocook River - Mainstem and North Branch

Mainstem –From the outlet of Poole Pond in Rindge to the confluence with the Merrimack River at the Boscawen/Concord municipal boundary. *North Branch* –From the outlet of Rye Pond in Stoddard to the confluence of the Contoocook River in Hillsborough. Municipalities: Rindge, Jaffrey, Peterborough, Hancock, Greenfield, Bennington, Stoddard, Antrim, Deering, Hillsborough, Henniker, Hopkinton, Concord, and Boscawen.

Exeter River

From the headwaters at the Route 102 bridge in Chester to its confluence with Great Brook in Exeter. Municipalities: Chester, Sandown, Danville, Fremont, Raymond, Brentwood, and Exeter.

Isinglass River

From the outflow of Bow Lake Dam in Strafford to its confluence with the Cocheco River in Rochester. Municipalities: Strafford, Barrington, and Rochester.

Lamprey River

From the Epping/Lee town line to the Durham/Newmarket town line. Municipalities: Lee and Durham.

Merrimack River - Lower

From the Bedford/Merrimack town line to the New Hampshire/Massachusetts state line. Municipalities: Merrimack, Litchfield, Nashua and Hudson.

Merrimack River - Upper

From the confluence of the Winnepesaukee and Pemigewasset Rivers in Franklin to Garvins Falls in Bow. Municipalities: Franklin, Northfield, Boscawen, Canterbury, Concord, and Bow.

Pemigewasset River

From the outlet of Profile Lake in Franconia Notch State Park to the southern boundary of Franconia Notch State Park and from the northernmost Thornton town line to the confluence with the Merrimack River in Franklin. Municipalities: Franconia Notch State Park, Franconia, Thornton, Campton, Plymouth, Holderness, Ashland, Bridgewater, New Hampton, Bristol, Hill, Sanbornton, and Franklin.

Piscataquog River - South, Middle, and North Branches

North Branch—From the outlet of Deering Lake Dam in Deering to the confluence with the South Branch in Goffstown (omitting Lake Horace and Everett Flood Control Area).

South Branch—From the outlet of Pleasant Pond in Francestown to the river's mouth at Bass Island in Manchester. *Middle Branch*—From the outlet of Scobie Pond in

Francestown to the confluence with the South Branch in New Boston. Municipalities: Deering, Weare, New Boston, Francestown, Lyndeborough, Goffstown, and Manchester.

Saco River

From the base of Saco Lake dam in Crawford Notch State Park to the New Hampshire/Maine state line. Municipalities: Crawford Notch State Park, Harts Location, Bartlett, and Conway.

Souhegan River

From the confluence of the south and west branches in New Ipswich to the confluence with the Merrimack River in Merrimack. Municipalities: New Ipswich, Greenville, Wilton, Milford, Amherst, and Merrimack.

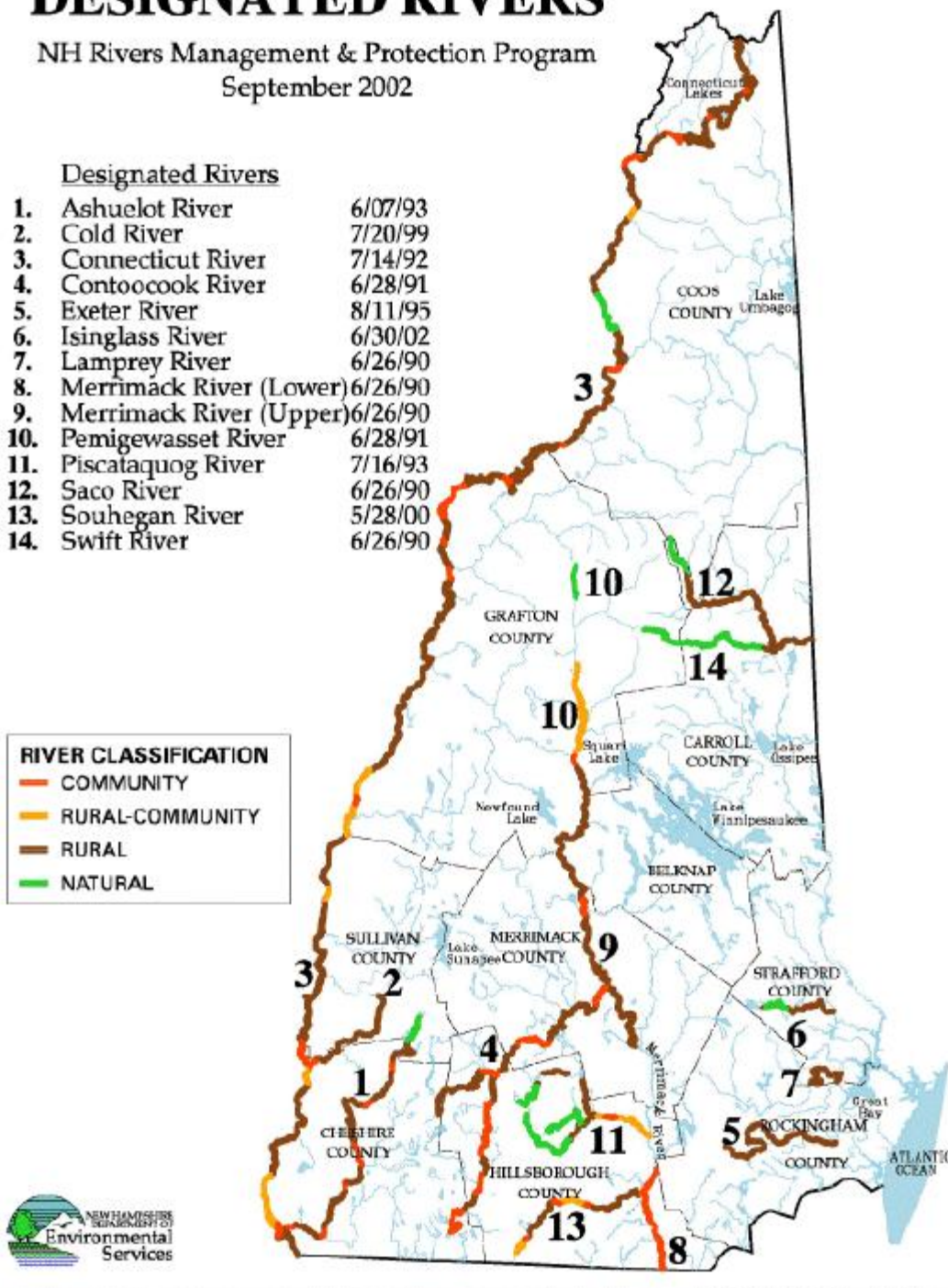
Swift River

From its headwaters in Livermore to its confluence with the Saco River in Conway. Municipalities: White Mountain National Forest, Livermore, Waterville Valley, Albany, and Conway.

NH Rivers Management & Protection Program
September 2002

1.	Ashuelot River	6/07/93
2.	Cold River	7/20/99
3.	Connecticut River	7/14/90
4.	Contoocook River	6/28/91
5.	Exeter River	8/11/95
6.	Isinglass River	6/30/02
7.	Lamprey River	6/26/90
8.	Merrimack River (Lower)	6/26/90
9.	Merrimack River (Upper)	6/26/90
10.	Pemigewasset River	6/28/91
11.	Piscataquog River	7/16/93
12.	Saco River	6/26/90
13.	Souhegan River	5/28/00
14.	Swift River	6/26/90

- COMMUNITY
- RURAL-COMMUNITY
- RURAL
- NATURAL



NHDES Watershed Management Bureau

Chapter 2—Prime Wetlands

Prime wetlands are designated by towns in accordance with RSA 482-A:15 and Chapter Wt 700 of the DES administrative rules. As of May 2006, 22 towns have designated prime wetlands. It is important to note that all wetlands in these towns are not necessarily prime wetlands. The BOE has maps on file that show the locations of prime wetlands.

Any project with wetland impacts in or within 100 feet of a prime wetland is classified as a major project, per Administrative Rule 303.02(f). If a project is located in or contiguous to a prime wetland, the DES must hold a public hearing prior to approval of the application (Administrative Rule 703.03).

New Hampshire Towns with Designated Prime Wetlands:

Andover	Meredith
Barrington	Northwood
Bow	Nashua
Brookline	New London
Derry	Pelham
Enfield	Salem
Exeter	Sanbornton
Fremont	Sandwich
Gilford	Tamworth
Holderness	Weare
Hooksett	Wolfeboro

Chapter 3—Essential Fish Habitat

Essential Fish Habitat (EFH) includes rivers, streams, lakes, and bays that are “necessary to a species’ spawning, breeding, feeding, or growth to maturity”. The determination of EFH is required by the Magnuson-Stevens Fishery Conservation and Management Act of 1996, and is overseen by the National Marine Fisheries Service of the National Oceanic and Atmospheric Administration (NOAA).

When a project is located within EFH (impacting the channel or banks), a copy of the wetland permit application package is sent to the Northeast Region of the National Marine Fisheries Service. Contact information is on file at the BOE. A list of EFH in New Hampshire begins on the following page.

Essential Fish Habitat

Ashuelot River

Ash Swamp Brook

Ammonoosuc River

Ames Brook

Arlin Brook

Allen Brook

Androscoggin River

Austin Mill Brook

Artist Brook

Albany Brook

Avalanche Brook

Beaver Brook(Sugar River)

Beaver Brook (Cold River)

Beaver Brook (Mohawk River)

Bloods Brook

Burton Brook

Bendell Brook

Bill Little Brook

Bowman Brook

Baker Brook

Burnham Brook

Brickyard Brook

Browns Brook

Bow Bog Brook

Bow Brook

Bryant Brook

Bennett Brook

Bradleys Island

Bean Brook

Bog Brook

Bear Brook

Barlett Brook

Benis Brook

Beech River

Bearcamp River

Bear Brook

Connecticut River

Cobb Brook

Cold River

Coleman Brook

Clark Brook

Carter Brook

Conmary Brook

Cone Brook

Cow Brook

Carpenters Brook

Chase Brook

Cohas Brook

Chandler Brook

Contoocook River

Cold Brook

Cross Brook

Cate Brook

Conner Brook

Clement Brook

Cascade Alpine Brook

Chickwolnepy Stream

Clear Stream

Conway Lake

Cocheco River

Dyer Brook

Dalton Brook

Dead River

Davis Brook

Eastman Brook

East Brook

Echo Lake

East Branch Saco River

Ellis River

Flume Cascade

Governors Brook

Great Brook

Gully Brook

Grant Brook

Giles Pond-Salmon Brook

Gates Brook

Goose Pond

Glines Brook

Hubbard Brook

Hackett Brook

Hewes Brook

Hunt Mountain Brook

Horseshoe Pond-Naticook Brook

Hayward Brook

Horseshoe Island

Horne Brook

Israel River

Island Brook

Johns River

Josh Brook

Kimball Brook
Knox Brook
Kidder Brook
Kendron Brook
Kearsarge Brook

Leavitt Stream
Liscomb Brook
Little Sugar River
Lyman Brook
Little Cohas Brook
Leadmine Brook
Lucy Brook
Lamprey River

Mill Brook
Mascoma River
Mink Brook
Moore Brook
Mohawk River
Merrimack River
Messer Brook
Millstone Brook
Moose River
Moose Brook
Moose Pond
Munn Pond
Mollidgewock Brook
Mason Brook
Mountain Brook
Meadow Brook

Nashua River
Nesenkeag Brook
Needle Shop Brook
Nancy Brook

Ox Brook
Oliverian Brook
Ossipee River

Partridge Brook
Petes Brook
Potter Brook
Pointer Club Brook
Piscataquog River
Penacook Lake
Punch Brook
Peabody Brook
Pea Brook
Perkins Brook

Pemigewasset River

Rocky Branch
Rattle River
Roaring Brook (Ammonoosuc River)
Roaring Brook (Israel River)
Riddle Brook
Ray Brook
Razor Brook

Sprague Brook
Smith Brook
Sugar River
Slade Brook
Scarritt Brook
Smarts Mill Brook
Simms Stream
Second Brook
Souhegan River
Sawmill Brook
South Branch River
Soucook River
Stirrup Iron Brook
Shaw Brook
Stony Brook
Sessions Brook
Stearns Brook
Smoky Camp Brook
Swift River
Sawyer River
Sleeper Brook
Saco River
Sweatt Brook
Suncook River

The Gulf
Tannery Brook
Turkey River
Tinker Brook

Upper Ammonoosuc River
Umbagog Lake

Walker Brook
Watts Brook
Weeks Brook
Woods Brook
Willey Brook
Winnepesaukee River

Section IV—Glossary

Bank¹ - the transitional slope immediately adjacent to the edge of a surface water body (stream, river, lake, or pond).

Bog¹ - a wetland distinguished by stunted evergreen trees and shrubs, peat deposits, poor drainage, and/or highly acidic soil and/or water conditions.

Highest observable tideline² - a line defining the farthest landward limit of tidal flow, not including storm events, that can be recognized by indicators such as the presence of a strand line of flotsam and debris, the landward margin of salt tolerant vegetation, or a physical barrier that blocks farther flow of the tide.

Intermittent stream¹ - a stream that flows for sufficient time to develop and maintain a scoured channel, but which might not flow during dry portions of the year.

Marsh² - a wetland that is distinguished by the absence of trees and shrubs and is dominated by soft-stemmed herbaceous plants such as grasses, reeds, and sedges; the water table is at or above the surface throughout the year, but can fluctuate seasonally.

Ordinary high water³ - the line on the shore, running parallel to the main stem of the river, established by the fluctuations of water and indicated by physical characteristics such as a clear, natural line impressed on the immediate bank, shelving, changes in the character of soil, destruction of terrestrial vegetation, the presence of litter and debris, or other appropriate means that consider the characteristics of the surrounding areas.

Perennial stream¹ - a watercourse that flows throughout the year or nearly so in a well defined channel.

Permanent impact – any impact that permanently alters a wetland or other jurisdictional area.

Public waters³ - all fresh water bodies listed in the official list of public waters published by the DES, whether they are great ponds or artificial impoundments; coastal waters, being all waters subject to the ebb and flow of the tide; and rivers, meaning all year-round flowing waters of fourth order or higher, as shown on the now current version of the U.S. Geological Survey 7 ½' topographic maps.

Rip-rap² - cobble-sized and boulder-sized rocks placed on a bank to prevent erosion.

Sand dune¹ - a hill or ridge of sand piled up by the wind and commonly found on the seacoast.

Swamp¹ - a wetland that is dominated by trees.

Temporary impact – any impact that effects a wetland temporarily; after construction, the wetland remains in its original state.

Tidal buffer zone¹ - the area extending landward 100 feet from the highest observable tide line. This area may contain wetlands, transitional areas, or natural and developed upland areas.

Tidal flat² - a relatively level landform composed of unconsolidated mineral and organic sediments, usually continuous with the shore, and that is alternately flooded and exposed by the tides.

Top of bank¹ - the upper limit of the bank, usually defined by a break in slope.

Upland² - an area of land that is not a NHWB jurisdictional area.

Wetland² - an area that is inundated or saturated by surface or ground water at a frequency and duration sufficient to support and that under normal conditions does support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

¹ Definitions from: <http://www.des.state.nh.us/wetlands/guidebook/sect2.htm>

² Definitions from: <http://www.des.state.nh.us/rules/wt100-800.pdf>

³ Definitions from: <http://www.des.state.nh.us/cspa/483b.htm>